

Board Packet - 04/23/2024 Agenda

I. Opening Remarks

II. Action Items

- A. Recommendation that the Board approves the Board Minutes for the meeting held on March 28, 2024.
- B. Recommendation that the Board adopt revisions to the Administrative Appeal Procedures governing the process related to appeals of disciplinary actions, administrative leave without pay, and grievances. The Administrative Appeal Procedures were last updated in July, 2021.
- C. Recommendation that the Board approves the Director's reinstatement decisions pursuant to Rule 10.3 of the Rules and Regulations
- D. Recommendation that the Board approves a contract between the Personnel Board of Jefferson County and Dr. Richard Conroy DBA BlueLine Leadership, LLC. This contract allows for Dr. Richard Conroy to facilitate Emotional Intelligence training in June of 2024 for twenty-two police officers as part of the Master Police Officer training program. Dr. Conroy is certified in Emotional Intelligence, and served as a director of police at the university level, an assistant chief of police at the municipal level, and a special agent in charge at the state level. He facilitated the pilot program in 2023. This contract is for \$5,060 which includes on-site training and travel costs for multiple days. Based on the temporary need of the services provided, the contract is recommended for approval.
- E. Recommendation that the Board approves the job class of Climate Pollution Reduction Manager, #03771, Grade 31 (salary range of \$74,152 - \$115,024) for the City of Birmingham. The position will be responsible for planning, implementing, and managing a comprehensive climate action planning process aimed at reducing regional greenhouse gas emissions. The Climate Pollution Reduction Manager's critical job duties includes, among others, establishing a robust planning process leading to effective pollution reduction; gathering necessary resources and support to accomplish change initiatives; collecting and analyzing data; modeling pollution reduction strategies; meeting with stakeholders; and maintaining compliance of all related activities with applicable laws and grant requirements.

III. Jurisdiction Contracts

- A. Recommendation that the Board approves a new contract between the Jefferson County Department of Health and Environmental Engineering and Measurement Services. This contract was recommended by the Environmental Protection Agency and is designed to assist the Health Department's Air Monitoring Program by providing documentation assistance, training, and monthly audits, among other activities. The services are aimed at bringing the Department of Health's program "to standard," and preparing the Department of Health staff to conduct the program in a manner that will allow them to pass EPA site assessments and audits. This is a 2-year, fixed-fee contract, not to exceed \$407,650, effective May 1, 2024 through April 9, 2026. Based on the temporary and sporadic nature of the services provided, the contract is recommended for approval.

IV. Administrative Leave with Pay

- A. Terry O'Neal, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay

V. Contested Items

- A. Patrick May, Jr. vs. Jefferson County (Roads & Transportation)- Case No. DA-2024-2487-JC (Termination) - Joint Motion to Dismiss Appeal & Settlement Agreement
- B. Traci Jones vs. City of Center Point (City Clerk's Office) - Case No. DA-2023-2473-CP (Termination) - Hearing Officer's Report & Recommendation
- C. Cynthia Morrow vs. City of Tarrant (Police Department) - Case No. DA-2024-2485-TC (Termination) - Respondent's Motion to Stay and Complainant's Renewed Motion to Dismiss Appeal

VI. Appeal of Director's Determination

- A. D'Anthony Jones - Appeal of Director's Disqualification of Application based on Past Merit System Employment Record
- B. Jonathan Hood - Appeal of Director's Disqualification of Application based on Past Merit System Employment Record
- C. Justin Judge - Appeal of Director's Disqualification of Application based on Past Merit System Employment Record

VII. Information and Discussion Items

- A. Recommendation that the Board acknowledge a projected increase in the total costs associated with the contract for ACT WorkKeys testing (including candidate prep guides) for Police Officer from \$8,100 to \$11,500.
- B. Recommendation that the Board acknowledges administrative approval of two grant-based contracts between the City of Birmingham and Don Mosely and Devin Tanksley to provide specialized services related to the federal Community-Based Violence Intervention and Prevention Initiative grant.
- C. Recommendation that the Board acknowledges the list of Advanced Steps.
- D. Recommendation that the Board acknowledges the following expenditure reports:
 - March 16, 2024 through March 29, 2024
 - March 30, 2024 through April 12, 2024

VIII. Executive Session