

Board Packet - 09/26/2024 Agenda

I. Opening Remarks

II. Operational Updates

III. Action Items

- A. Recommendation that the Board approves the Board Minutes for the meeting held on August 27, 2024.
- B. Recommendation that the Board approves a new general liability insurance policy in the amount of \$3,718.48 for October 1, 2024 through September 30, 2025.
- C. Recommendation that the Board approves the City of Fultondale's Resolution 2433 granting a 2% Cost of Living Adjustment to its Base Salary Schedule and Firefighter Schedule, effective September 28, 2024.
- D. Recommendation that the Board approves the City of Irondale's Resolutions 2024-R-131 and 2024-R-132, which grants an across-the-board 3% Cost of Living Adjustment to all Salary Schedules (Base and Public Safety) effective October 2, 2024.
- E. Recommendation that the Board approves the City of Mountain Brook's Resolution 2025-128 granting a 3% Cost of Living Adjustment to its Base Salary Schedule and Firefighter Salary Schedule, effective October 8, 2024.
- F. Recommendation that the Board approves the City of Vestavia Hills Resolution 5525 granting a 3% Cost of Living Adjustment to its Base Salary Schedule and Public Safety Salary Schedule and an 8% Cost of Living Adjustment to its Executive Salary Schedule, effective October 1, 2024.
- G. Recommendation that the Board approves the Emergency Management Agency's Resolution granting a 3% Cost of Living Adjustment, effective October 5, 2024.

- H. Recommendation that the Board approves the City of Center Point's Resolution granting a 2% Cost of Living Adjustment, effective October 1, 2024.
- I. Recommendation that the Board approves the resolution of the Tarrant City Council to create a separate salary schedule for Tarrant Electric (pay rates are established as equivalent to the City of Tarrant's Base Salary Schedule), effective September 4, 2024.
- J. Recommendation that the Board approves the City of Birmingham's request to create the position of Deputy Director for Innovation and Economic Opportunity (Workforce Development), job code 94041, in the Exempt Executive Service.
- K. Recommendation that the Board approves the City of Birmingham's request to create the position of Deputy Director of Sloss Furnaces in the Exempt Executive Service.
- L. Recommendation that the Board approves the City of Hueytown's Resolution 6922 granting a one-time lump sum supplemental payment for all eligible classified employees.
- M. Recommendation that the Board approves reinstatements to eligible registers pursuant to Rule 10.3.

IV. Jurisdiction Contracts

- A. Recommendation that the Board approves Jefferson County Roads and Transportation Department engaging in a new contract for culvert rehabilitation services including cleaning and inspecting, using video equipment, cured in-place concrete pipe lining and centrifugally-cast pipe lining of approximately 1,800 linear feet of existing culverts. The County is currently preparing an invitation to bid for the services and estimates a cost of no more than \$1,500,000. The Board has approved contracts for these services in the past. Due to the temporary nature of the work, the specialized aspects of the services, evidence to indicate these services are generally contracted, and because County does not possess the necessary equipment to

- complete the work, the recommendation is to approve contracting the services conditioned on the County supplying the executed contract.
- B. Recommendation that the Board approves two new contracts between the Jefferson County General Services Department and Doster Construction Co. Inc., to complete renovations in two areas (Elections Center and Operations Center) in one of their facilities located in Tarrant. These are one-time construction projects expected to be completed concurrently during a three-week period. The cost of both contracts combined is \$76,910. The Board has previously approved similar contracts in the past. The temporary nature of this project serves as the basis for the approval recommendation.
- C. Recommendation that the Board approves new three-year contract(s) between the Jefferson County General Services Department and three separate vendors (Jasper Electric Motors, B&D Electric Motor Company, and Brannon Electric Motors) for repair and/or replace existing small and large electric motors and equipment located at the Water Reclamation Facilities. Utilizing three vendors, allows the County to assess the criticality of a motor breakdown and use the vendor who will be able to respond in the manner required. Total estimated cost across all three years and vendors is \$1,150,000. The Board has previously approved similar contracts for these services. Based on the sporadic nature of the work and the specialized knowledge required for the variety of equipment these contracts are recommended for approval.
- D. Recommend that the Board approves a contract between the City of Homewood and Lester D. Smith to provide support and logistics to Federal and state agencies investigating the misappropriation of funds and to realign the structure and operations of the City's Finance Department due to the misappropriation of funds and credit card usage by the former finance director. The City is in need of a highly experienced expert in public accounting to implement necessary internal controls, overhaul the City's finances, and develop appropriate financial and accounting processes and practices. The City is seeking sufficient time to conclude all investigations and to hire and train a permanent Finance Director once the City's accounting and financial processes have been effectively established and

implemented. The contract is a three-year contract in the amount of \$229,000 per year.

V. Administrative Leave with Pay

- A. Christopher McClure, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay
- B. Christopher Gentry, City of Vestavia Hills - Request for 30-Day Extension of Administrative Leave with Pay

VI. Contested Items

- A. Kemba Robuskey vs. Jefferson County (Roads & Transportation) - Case No. DA-2024-2491-JC (Termination)- Hearing Officer's Report & Recommendation
- B. Eboni Perdue vs. City of Birmingham (Police Department) - Case No. DA-2024-2496-BH (Suspension)- Hearing Officer's Report & Recommendation
- C. Raymond Kent vs. City of Birmingham (Police Department)- Case No. DA-2024-2501-BH (Termination)- Complainant's Motion to Stay
- D. Stephon Green vs. City of Birmingham (Police Department) - Circuit Court Order Remanding Matter to the Personnel Board Case No. CV-2023-903660-MJH

VII. Appeal of Director's Determination

- A. Michael Morris - Appeal of Director's Disqualification of Application based on Past Merit System Employment Record
- B. Rashad Wilson - Appeal of Director's Disqualification of Application based on Past Merit System Employment Record
- C. Victoria Mystic - Appeal of Director's Disqualification of Application based on Past Merit System Employment Record
- D. Derrick Williamson - Appeal of Director's Decisions:
 - (A) Dismissal of Complaint filed July 19, 2024

(B) Denial of Mayor's Request for Administrative Leave with Pay

(C) Denial of Hearing on Complaint Filed Against Chief Wendell Major on September 3, 2024 and Complaint Filed by Williamson on September 11, 2024 Against Chief Wendell Major

VIII. Information and Discussion Items

- A. Notification that the proposed changes to the Rules & Regulations have been publicly noticed and written comments are being accepted from September 16, 2024 through September 27, 2024.
- B. It is recommended that the Board acknowledges an amendment to the contract between Intecrowd and the Personnel Board of Jefferson County for Workday support and configuration consulting services. This adjustment would increase the contract amount from \$20,000 to \$24,000 (increase of \$4,000), with a billing rate of \$165 per hour, for the remainder of the contract term.
- C. The Director provided administrative approval of a new contract between the Jefferson County General Services Department and Global Fire Sprinklers, LLC. Global Fire Sprinklers, LLC will provide preventative maintenance, testing, and inspection services of Jefferson County Fire Sprinkler Systems, per NFPA 25 and NFPA 72 standards, and will affirm that system components are cleaned, recalibrated, and retested, if necessary, to ensure continued performance per NFPA 25 and NFPA 72 and to reduce the risk of component or system failure. This is a 3-year, fee-based contract, at an estimated cost of \$105,006 (\$35,002 per year). *Administrative approval was provided due to the critical safety implications of these services, which were being performed under another contract that was abruptly canceled.* The Board has approved contracts in the past for similar services, and based on the fact that these services must be performed by certified technicians using special equipment, are sporadic in nature, and the fact that these services are generally contracted, this contract is recommended for approval.
- D. Recommendation that the Board acknowledges the list of Advanced Steps.
- E. Acknowledgement of the Jefferson County Commission's Resolution granting an across-the-board 3.5% Cost of Living Adjustment to Classified Employees, effective October 5, 2024. The County's Resolution affects the

Jefferson County Base, Medical, and Public Safety (Sheriff's Department)
salary schedules.

F. Recommendation that the Board acknowledges the following expenditure reports:

August 2, 2024 through August 9, 2024

August 10, 2024 through August 30, 2024

IX. Executive Session