

Board Meeting - 08/28/2025 Agenda

I. Opening Remarks

II. Operational Updates

III. Action Items

- A. Recommend that the Board approve the minutes of the July 24, 2025 Board meeting.
- B. Recommend that the Board approve a contract between the Personnel Board and Solis to provide managed detection & response services with threat hunting services to the Personnel Board in order to further enhance the security and protection of our IT environment. The one year contract will be for billed monthly beginning October 1, 2025 through September 30, 2026 at a rate of \$996.45/month (\$11,957.40 for the fiscal year).
- C. Recommendation that the Board approves a new Helicopter Pilot (Sworn), Grade 25, Job Code 06481, and a salary range of \$70,013 – \$108,618 for the City of Birmingham (Public Safety Schedule). This job will will perform critical aerial support missions for public safety operations, including law enforcement patrol, search and rescue, and tactical response. This position requires a unique combination of aviation expertise, operational awareness, and sworn law enforcement authority.
- D. Recommendation that the Board approves a new Chief Electrical Engineer job, Grade 33, Job Code 03114 and a salary range of \$91,770 - \$142,376 for Jefferson County. This job will provide strategic direction, technical leadership, and operational oversight of electrical, instrumentation, and control systems (EI&C) across Environmental Services facilities. The position works collaboratively with executive leadership, engineers, operations, and external stakeholders to support capital projects, optimize infrastructure performance, and ensure operational continuity in the large jurisdiction.
- E. Recommendation that the Board approves the request from the City of Birmingham to place its Animal Control Officer, #06433, and Animal Services Supervisor, #06436, job classes onto its Public Safety Salary Schedule, effective August 1, 2025.
- F. Recommendation that the Board approves the Director's reinstatement decisions pursuant to Rule 10.3 of the Rules and Regulations

- G. Recommendation that the Board approve City of Fultondale Resolution #2547 authorizing event pay for off-duty fire & rescue personnel who work offsite City-sponsored events such as school functions, festivals, and other large public gatherings requiring emergency response personnel. Approval is conditioned on the City submitting event hours work and event pay as separate fields in their payroll certification submissions.

IV. Jurisdiction Contracts

- A. Recommendation that the Board approves a new contract between the Jefferson County Roads and Transportation Department and AECOM Technical Services. The contractor will provide engineering services for traffic signal operations within Jefferson County, including retiming for more than 80 corridors, real-time traffic signal management, on-call traffic operations support, traffic data collection, analysis, and reporting, as well as signal maintenance, installation, and training provided by IMSA Level II certified Traffic Signal Technicians. This is a 2-year contract not to exceed \$999,989. Because of the temporary nature of the work, and the fact that it requires specialized skills, this contract is recommended for approval.
- B. Recommendation that the Board approves two new contracts between the Jefferson County Department of Health and The Force Safety & Security Corp. Through two contracts, The Force Safety & Security Corp. will continue to provide sworn law enforcement officer (\$40/hour) services at the Central, Eastern, and Western clinics (estimated \$410,000 for the period of the contract), as well as security officer (\$18/hour) services at the Jefferson County Department of Health on a part time, as needed primarily on a fill in basis to cover for absent or unavailable security officers (estimated \$47,000 for the period of the contract). These contracts are similar to contracts that have been previously approved by the Personnel Board.
- C. Recommendation that the Board approves a contract amendment between the Jefferson County Compliance Department and Mauldin & Jenkins to provide a solid and robust internal auditing process for the County's Compliance Department . The existing contract, which was approved by the Board February 1, 2024, is being amended to increase the contract amount by \$36,545, bringing the total contract value to \$121,545.00. The additional amount is to provide additional scope of services (provide consulting on the County's internal audit framework, deliver specialized training for designated Compliance personnel, and complete a full internal audit) and extend the term of the contract by 8 months. Based on the temporary and sporadic nature of these services, this contract amendment is recommended for approval.

- D. Recommendation that the Board approves a new contract between the Jefferson County Environmental Services Department and Sheppard Services, LLC. The vendor will utilize certified technicians to inspect, disassemble, and repair large electric motors at all Environmental Services facilities. This contract is for 1 year at an estimated cost of \$225,000 (\$40 per hour during regular business hours and \$60 per hour after hours, during holidays, etc. plus parts) and includes the option to renew for 2 additional 1-year terms. Based on the fact that services require certified technicians, are sporadic in nature, and will be requested as needed, this contract is recommended for approval. The Board has approved similar contracts in the past for services of this nature.
- E. Recommendation that the Board conditionally approves a new contract between the Jefferson County Family Court and a vendor to be determined. The contractor will provide 24/7/365 coverage for an on-site Electronic Monitoring Program for the Birmingham and Bessemer Family Courts for monitoring and supervision of juvenile clients involved in juvenile court due to delinquent behavior. The program is made available for clients to prevent and reduce overcrowding in the detention facility. This is a three (3) year contract beginning October 1, 2025, at an estimated cost of \$429,000. Based on the fact that services of this nature are generally contracted, this contract is recommended for approval under the following conditions: 1) the County must submit the final contract for Board records, and 2) that contract does not deviate in any substantial manner from the representations made in this submission.
- F. Recommendation that the Board conditionally approves a new contract between the Jefferson County Finance Department and a vendor to be determined. The vendor will continue to provide solid waste collection, transportation, and disposal services for various County facilities, including those managed by General Services, Roads and Transportation, Environmental Services, Fleet Management, and the Sheriff's Department. This is a three (3) year contract, beginning October 1, 2025, at an estimated cost of \$785,000. Based on the fact that the County does not possess the necessary equipment or staff, and because these services are generally, this contract is recommended for approval under the following conditions: 1) the County must submit the final contract for Board records, and 2) that contract does not deviate in any substantial manner from the representations made in this submission.
- G. Recommendation that the Board conditionally approves a new contract between the Jefferson County Finance Department and a vendor to be determined. The vendor will continue provide monthly pest control and inspection services for various County

facilities and equipment (dusters, fogging equipment, foamers, bait guns, aerosol dispensers, sprayer cleaner, safety equipment, dehumidifiers, vacuums, insecticide concentrates and granules, sprayers, bee suits, chemical gloves and spill kits to provide service). County expect a three (3) year contract at an estimated cost of \$100,000. Based on the fact that the County does not possess the necessary equipment or staff to provide these services, and because these services are generally, this contract is recommended for approval under the following conditions: 1) the County must submit the final contract for Board records, and 2) that contract does not deviate in any substantial manner from the representations made in this submission.

V. Administrative Leave with Pay

- A. Christopher Norris, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay
- B. Paul Feltmeyer, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay
- C. Denetria McGlown, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay
- D. Sean Morgan, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay
- E. Zachary Hill, City of Mountain Brook Police Department - Request for 10-Day Extension of Administrative Leave with Pay

VI. Contested Items

- A. Aaron Harris vs. City of Vestavia Hills (Police Department)- Case No. DA-2024-2517-VH (Demotion & Suspension 240 hours (equivalent of 30 days)- Joint Motion to Lift Stay of Proceedings and Joint Motion to Dismiss Proceedings
- B. Willie Brown, Jr. vs. Jefferson County (Development Services)- Case No. DA-2024-2530-JC (Suspension - 15 days)- Hearing Officer's Report & Recommendation
- C. Cassandra McKnight vs. Jefferson County (Roads & Transportation)- Case No. DA-2025-2549-JC (Termination)- Joint Motion to Dismiss Appeal and Settlement Agreement
- D. Mary Holmes vs. City of Birmingham (Police Department)- Case No. DA-2025-2550-BH (Suspension - 16 days)- Hearing Officer's Report & Recommendation

VII. Appeal of Director's Determination

- A. Anthony Fields - Appeal of the Director's Decision to Deny Application
- B. Scott Evans - Appeal of Director's Decision to Deny Disciplinary Appeal

VIII. Information and Discussion Items

- A. Recommendation that the Board acknowledge the list of Advanced Steps.
- B. Recommendation that the Board acknowledges this one-time lump-sum longevity payment for full-time classified Jefferson County Health Department employees.
- C. Recommendation that the Board acknowledges the adjustment of the Health Department's salary schedules and applying a 3% cost of living increase for its eligible employees, effective October 4, 2025.
- D. Recommendation that the Board acknowledges the following expenditure reports:
 - July 5, 2025 through July 18, 2025
 - July 19, 2025 through August 1, 2025
- E. Acknowledgement that the Director has signed a rental agreement for use of Bill Harris Arena on Friday September 26, 2025, to host the Personnel Board's annual Graduation for all employees who have completed a training certificate program during the at the previous year.

IX. Executive Session