

# Board Packet - 01/22/2026 Agenda

## I. Opening Remarks

## II. Operational Updates

## III. Action Items

- A. Recommendation that the Board approves the Board Minutes for the meeting held on December 4, 2025.
- B. Recommendation that the Board approves a new Senior Center & Community Programs Director job for the City of Gardendale that will serve as a City Department Head and oversee the Senior Center and all planning and coordination of citywide events, including contract and agreement oversight, fiscal management, and identifying and applying for grant funding to support programs and operations.
- C. Recommendation that the Board approves a new Fire & Life Safety Inspector job for the City of Homewood that will perform technical inspections, plan reviews, training, and code enforcement to protect life, property, and public safety.
- D. Recommendation that the Board approves a new Fire Protection Engineering Official job for Jefferson County that will perform advanced professional and regulatory work involving the design review, inspection, enforcement, and evaluation of fire protection and life safety systems.
- E. Recommendation that the Board approves the Director to renew an engagement agreement between Personnel Board of Jefferson County and Capitol Resources, LLC for the period to cover February 8, 2026 through February 7, 2027 at a rate not to exceed the current agreement.
- F. Pursuant to Section 12 of the Enabling Act and in accordance with Rule 8 of the Rules and Regulations of the Personnel Board, the staff has prepared the 2026 Salary Administration Guide and Pay Plan (referred to as the Pay Plan, for short). The Pay Plan provides guidance on the application of general salary rules and processes including grade changes, pay incentives, and premium pay, among others. The Pay Plan is approved at least annually and periodically updated as needed.
- G. Recommend that the Board appoint David Germany to Board Member Position Number One of the Firefighters' and Police Officers' Supplemental Pension Board, City of

## **IV. Jurisdiction Contracts**

No items in this section

## **V. Administrative Leave with Pay**

A. The Jefferson County Sheriff's Office has submitted the following requests for administrative leave with pay for Board approval:

1. Donovan Wilkerson, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay
2. Tyler Gray, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay
3. Paul Huffstutler, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay
4. Larry Heath, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay

B. The City of Birmingham has submitted the following requests for administrative leave with pay for Board approval:

1. Derek J. Chamberlain, City of Birmingham (Police Department)- Request for 17-Day Extension of Administrative Leave with Pay
2. Yolanda Y. Lawson, City of Birmingham (Office of the City Attorney) - Request for 15-Day Extension of Administrative Leave with Pay
3. Sean J. Littleton, Jr., City of Birmingham (Police Department)- Request for 15-Day Extension of Administrative Leave with Pay

C. The City of Bessemer has submitted the following requests for administrative leave with pay for Board approval:

1. Trinitee Gentry, City of Bessemer (Police Department) - Request for 10-Day Extension of Administrative Leave with Pay

D. The City of Kimberly has submitted the following request for administrative leave with pay for Board approval:

1. Jeffery L. Pogue, City of Kimberly Police Department - Request for 30-Day Extension of Administrative Leave with Pay

E. The City of Fairfield has submitted the following request for administrative leave with pay for Board approval:

1. Sebastian Gideon, City of Fairfield (Fire Department) - Request for 30-Day Extension of Administrative Leave with Pay

## **VI. Contested Items**

- A. Gary Fendley vs. Jefferson County (Development Services)- Case No. DA-2025-2576-JC (Termination)- Hearing Officer's Findings of Fact, Law, and Recommended Decision
- B. Kathleen Files vs. Jefferson County Department of Health- Case No. DA-2025-2579-HD (Termination) - Hearing Officer's Findings of Fact, Law, and Recommended Decision
- C. Tiara Bryant vs. Jefferson County Sheriff's Office - Case No. DA-2025-2562-JC (Termination)- Hearing Officer's Findings of Fact, Law, and Recommended Decision
- D. Roderick Borden vs. City of Birmingham (Department of Public Works)- Case No. DA-2025-2575-BH (Termination) - Hearing Officer's Findings of Fact, Law, and Recommended Decision
- E. Minnie Cox vs. City of Birmingham (Department of Public Works)- Case No. DA-2025-2578-BH (Suspension - 9 Days)- Hearing Officer's Findings of Fact, Law, and Recommended Decision
- F. Jonathan Whitley vs. City of Birmingham (Fire & Rescue Service) - Case No. DA-2025-2557-BH (Termination) - Hearing Officer's Findings of Fact, Law, and Recommended Decision
- G. Delisa Anderson vs. City of Homewood (Police Department)- Case No. DA-2025-2577-HW (Termination)- Hearing Officer's Findings of Fact, Law, and Recommended Decision

## **VII. Appeal of Director's Determination**

- A. Thomas Drew Cleveland - Appeal of the Director's Decision to Disqualify Application
- B. Levonda Kent- Appeal of the Director's Decision to Disqualify Application
- C. Mark Smith - Appeal of the Director's Decision to Disqualify Application

## **VIII. Information and Discussion Items**

- A. Recommendation that the Board acknowledges the list of Advanced Steps.
- B. Recommend that the Board acknowledge the administrative approval of a contract between Jefferson County Commission and ITAC Solutions to provide supplemental recruiting services to aid in recruiting candidates for hard to fill positions within the County.
- C. Recommendation that the Board acknowledge the City of Pleasant Grove resolutions 2025-43 and 2025-44 granting a 3% cost of living increase to employees on the Base Salary Schedule, effective October 1, 2025, and establishing an Executive Pay Schedule and a Public Safety Pay Schedule (5% above base) effective October 1, 2025.
- D. Acknowledgement of the resolution from the City of Center Point which provides longevity pay to employees based on time in service between October 1, 2024 and September 30, 2025.
- E. Acknowledgement of the a contract extension for the previously approved contract between the Personnel Board and Mythics, LLC. to extend the cloud migration project through February 28, 2026, and to change the Oracle hosting start date to March 1, 2026. The extension does not change the contract amount.
- F. Recommendation that the Board acknowledges the following expenditure reports:
  - November 22, 2025 through December 12, 2025
  - December 13, 2025 through December 26, 2025
  - December 29, 2025 through January 9, 2026
- G. Recommendation that the Board acknowledge the City of Irondale Resolutions 2026-R-16 (Base Schedule) and 2026-R-17 (Public Safety Schedule) granting a 2.8% cost of living increase to employees effective February 18, 2026.

## **IX. Executive Session**