

Board Packet - 03/26/2026 Agenda

I. Opening Remarks

II. Operational Updates

III. Action Items

- A. Recommend that the Board approve the minutes of the February 26, 2026 Board meeting.
- B. Recommendation that the Board approves a new internal policy for Personnel Board employees and contractors regarding the use of artificial intelligence.
- C. Recommendation that the Board approve a revision to the 2026 Salary Administration Guide and Pay Plan. The revised version provides a change to the Professional Certification Premium to allow for an Appointing Authority to provide premium compensation for more than one certification for an employee upon approval by the Personnel Board.
- D. Recommendation that the Board approves the new job of Recruitment and Retention Supervisor (02899) for the City of Birmingham.
- E. Recommendation that the Board approve the new position of Parking Enforcement Manager, grade 29.
- F. Recommendation that the Board approve the following new job classes for the City of Birmingham's Division of Unhoused Strategies:
 - o Unhoused Strategies Senior Program Manager (Grade 32)
 - o Unhoused Strategies Program Manager (Grade 29)

IV. Jurisdiction Contracts

- A. Recommendation that the Board approves the new contract between the Jefferson County Health Department and Environmental Engineering and Measurement Services, Inc. This contract is a continuation of services needed to get the Health Department's Air Monitoring Program back into EPA "good standing". Work outlined in the contract provides a mix of preventative maintenance, staff operator assistance training, and monthly audits, all aimed at bringing the program "to standard," and preparing the Health Department 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 \$313,836. Based on the temporary and sporadic nature of the services provided, this contract is recommended for approval. The Board has approved similar contracts in the past for services of this nature.

V. Administrative Leave with Pay

- A. LaQuesha Green, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay
- B. Marquintis Knox, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay

VI. Contested Items

- A. Brian Malone vs. City of Birmingham (Department of Public Works)- Case No. DA-2025-2581-BH (Termination)- Hearing Officer's Findings of Fact, Law, and Recommended Decision
- B. Latricia Davis vs. City of Birmingham (Communications Department)- Case No. DA-2025-2596-BH (Termination)- Joint Motion to Dismiss Appeal and Settlement Agreement
- C. Saucedo Lewis vs. City of Bessemer (Department of Public Improvements)- Case No. DA-2025-2590-BS (Termination)- Hearing Officer's Findings of Fact, Law, and Recommended Decision
- D. David Bessiere, Jr. vs. Jefferson County (Roads & Transportation)- Case No. DA-2025-2591-JC (Termination)- Hearing Officer's Findings of Fact, Law, and Recommended Decision
- E. Toushi Arbitelle vs. City of Leeds (Administration)- Case No. DA-2025-2597-LD (Termination)- Hearing Officer's Order on Complainant's Motion to Set Aside Termination and Reinstate and Respondent's Motion to Reconsider Hearing Officer's Order on Complainant's Motion to Set Aside Termination & Reinstate with Backpay

VII. Appeal of Director's Determination

- A. Courtney Pearson - Appeal of the Director's Decision to Disqualify Application
- B. Steven Foy - Appeal of the Director's Decision to Disqualify Application

VIII. Information and Discussion Items

- A. Request to the Board Members to hear the matter regarding Jeffrey Pogue versus the City of Kimberly
- B. Recommended that the Board acknowledge the City of Midfield's resolution providing a two percent (2%) Cost of Living Adjustment (COLA) to its salary schedules as permitted under the Personnel Board of Jefferson County Rules and Regulations as indicated, effective January 12, 2026.
- C. Recommended that the Board acknowledge the City of Hueytown's resolution # 7378 providing a three percent (3%) Cost of Living Adjustment (COLA) to its salary schedules as permitted under the Personnel Board of Jefferson County Rules and Regulations.
- D. Recommendation that the Board acknowledges the list of Advanced Steps for the month of February 2026.
- E. Recommendation that the Board acknowledges the following expenditure reports:

February 7, 2026, through February 20, 2026

February 21, 2026, through March 6, 2026

IX. Executive Session