



THE MERIT SYSTEM

Personnel Board of Jefferson County

MINUTES OF THE MEETING OF THE PERSONNEL BOARD OF JEFFERSON COUNTY

October 3, 2006

The Personnel Board of Jefferson County met on Tuesday October 3, 2006. Present at the meeting were Dr. Lita Clark, Chair; Ken Moore, Associate Member; Rev. Tommy Hagler, Associate Member; Lorren Oliver, Personnel Director; LaVette Lyas, PBJC General Counsel; Ken Simon (Christian & Small); Joi Scott (Christian & Small); Brice Johnston (Christian & Small). Also in attendance were several Mayors and/or representatives of Appointing Authorities: Mayor Bernard Kincaid (Birmingham); Mayor Eugene Melton (Trussville); Mayor Loxcita Tuck (Tarrant); Mayor Kenny Clemons (Gardendale); Mayor Delor Baumann (Hueytown); Danny Panos, Finance Director (Homewood); Melvin Turner, Finance Director (Vestavia); Others present at the meeting included: Roger McCullough, PBJC Manager, HR Information & Technology Services; Cynthia Holiness, PBJC Business Officer; Guy Dewees, PBJC Manager, Workforce Development and Applicant Services; Michael Mackey, PBJC Security Officer; Leslie Allen, Counsel for the Receiver Dr. Sims (Balch and Bingham) and Barnett Wright (Birmingham News).

The Chair called the meeting to order at 3:20PM and acknowledged the presence of the Appointing Authorities. Dr. Clark reversed the agenda item on cost allocation and offered the first 30 minutes of the meeting to hear the concerns of the Appointing Authorities. Ken Simon presented an overview of the Allocation issue from the Board's perspective. Mr. Simon expressed that prior to the renovations the 2121 building had building code violations and it was an inadequate facility to allow the Board to fulfill its mission. Mayor Kincaid requested that the Board hold to its position of not passing the additional costs to the Appointing Authorities. Mayor Kincaid spoke on behalf of the City of Birmingham and as President of the Jefferson County Mayors Association. Ken Thompson stated that the Mayors Association appreciates the Board's position on the cost allocation to Appointing Authorities and hopes that it continues to maintain this position. Mayor Melton extended his support to the Board and said that he appreciates the Board standing tall. Melvin Turner stated that Mayor Scotty McCallum opposes additional costs. Mayors Clemons and Tuck expressed their agreement with the Board's position on the cost allocations. Mayor Baumann said that he was 100% in support of the Board. Leslie Allen, Esq. stated that the Receiver did not agree to the renovation work at the 2121 building and she had provided the information on this issue to Mr. Simon. Ken Simon recommended that the Board listen to and study the situation regarding the cost allocation very carefully and weighing the range of options to ensure that the most informed decision is made.

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After the discussion, Rev. Hagler made a motion to return to the rest of the agenda. Dr. Clark seconded the motion.

ACTION ITEMS

1. Board members reviewed and accepted the proposed agenda with the stipulation that less important information items be tabled in the interest of time. (Motion made-Moore, Seconded-Clark).
2. The Board reviewed and approved the minutes for their meetings held on:
September 19, 2006. (Motion made-Hagler, Seconded-Moore)
September 22, 2006 (Motion made-Hagler, Seconded-Moore)
September 26, 2006. (Motion made-Hagler, Seconded-Moore)
September 29, 2006 (Motion made-Hagler, Seconded-Moore)

The Board tabled the approval of the minutes from September 27, 2006 (Meeting with Jefferson County about Proposed Allocation of Expenditures to Jurisdictions) and September 28, 2006 (Meeting with Appointing Authorities) until the next scheduled business meeting.

3. The Board approved a Recommendation for contract between Suzette Harris and the Health Department of Jefferson County in the amount of \$12,000. Ms. Harris performed a Community Healthcare Assessment for the Health Department while on a CDC Fellowship. The fellowship has now ended and the Health Department desires to contract the services of Ms. Harris for two months to produce a final report for a Community Healthcare Assessment project. (Motion – Moore, Seconded-Hagler)
4. The Board approved a Recommendation for a contractual agreement between the PBJC and KPI Latino in the amount of \$2615. Fiesta 2006 is an opportunity to reach a large concentration of Hispanic and bilingual applicants. Fiesta 2005 attracted 14,000 people making it the largest Hispanic festival in the State of Alabama last year. KPI Latino manages and markets this event. KPI Latino will provide two weeks promotion of the PBJC's participation in the event on eight Spanish radio stations throughout the state of Alabama, two bilingual promoters to work the event with PBJC staff, internet access and computers at the event to facilitate the completion of applications. (Motion – Moore, Seconded-Hagler)
5. The Board approved a Recommendation for an amendment to the contract with Hare Communications. On April 25, 2006, the Board approved a contract with Hare Communications to assist with the creation of a consistent and professional marketing strategy that included positioning, logo development, script development, and templates. The cost of production for television advertising for the firefighter recruiting campaign exceeded the contract total cost by \$806.75. This production included using a more expensive option of moving shots as opposed to still shots with voiceovers. The cost benefit of using moving shots versus the still shots was carefully evaluated as to the effectiveness of reaching the target audience as well as the quality of the delivery of the message. Additionally the moving shots will allow for a more polished message and style that can be used for subsequent firefighter recruiting campaigns. (Motion – Hagler, Seconded-Moore)

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6. The Board tabled the case of City of Birmingham Fire and Rescue v. Nathan Holmes (DA 2004-1512) until it could reconvene and deliberate again on this matter as suggested by Board counsel Ken Simon. (Motion Made-Hagler, Seconded-Moore).
7. In the matter of Jefferson County Tax Assessor's Office v. Charles Patrick Cates, DA 2006 – 1568) the Board signed an order which denied the Respondent's Motion for a Final Order in Favor of Respondent. (Motion Made-Hagler, Seconded-Moore).
8. The Board tabled the case of the City of Fairfield v. Betty Gamble (DA- 2005-1525) to their next scheduled business meeting. (Motion Made-Moore, Seconded-Hagler).
9. In the case of the Jefferson Rehabilitation & Health Center v. Angela Robertson (DA- 2006-1558) the Board moved the item to the action agenda (Motion Made-Moore, Seconded-Hagler). The Board signed an order which accepted the settlement agreement submitted by the parties. (Motion Made-Hagler, Seconded-Moore).
10. In the case of the Pamerla C. Quick v. Birmingham Fire Department (GR-2006-0137) the Board moved the item to the action agenda (Motion Made-Hagler, Seconded-Moore). The Board signed an order which sustained the Director's determination that the grievance is not adjustable. (Motion made-Moore, Seconded-Hagler).
11. In the case of the Barakas Taylor v. City of Birmingham (IWP 2006-1553) the Board moved the item to the action agenda (Motion Made-Moore, Seconded-Hagler). The Board signed an order which accepted the settlement agreement submitted by the parties. (Motion Made-Hagler, Seconded-Moore).

INFORMATION and DISCUSSION ITEMS

A. Allocation to Appointing Authorities

The Board addressed this item during the first part of the meeting as noted above.

B. Jefferson County Health Department (JCHD) Reduction in Force

Ken Simon stated that reduction in force became effective September 29, 2006. Mr. Simon stated that he had met with officials from the Health Department and its counsel David Maxey in order to negotiate an agreement regarding the reduction in force. The proposed terms include: supplemental notices with seniority calculations would be provided to all Health Department employees in the RIF; appeal rights on seniority calculations for the affected RIF employees. Mr. Simon indicated that the RIF issue needs more study.

C. Recruiting and Marketing Strategy

The Board moved to table this item to the next scheduled meeting. (Motion-Moore, Seconded- Hagler)

D. Hearing Officer Roster

The Board moved to table this item to the next scheduled meeting. (Motion-Moore, Seconded- Hagler)

E. Disciplinary Guidelines

The Board moved to table this item to the next scheduled meeting. (Motion-Moore, Seconded- Hagler)

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F. Correspondence items received for Board members

The Board received correspondence items addressed to them since the time of their last business meeting.

G. Advance Steps

The Board received notification of all Advance Steps approved since the time of their last business meeting.

H. Board members indicated availability for Closing Arguments on the following dates and times:

October 10, 2006 at 2:00PM

October 11, 2006 at 11:30AM (Review of Tapes – Michael Jackson)

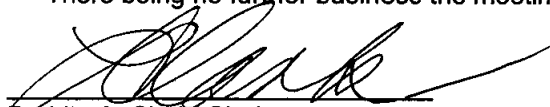
General Meetings of the Board will be scheduled for the following dates

October 17, 2006 at 1:00PM

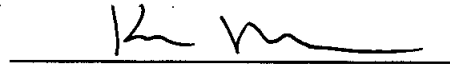
October 31, 2006 at 1:00PM

I. The Board received an appeal in the case of William Brown v. City of Birmingham Fire and Rescue, (GR-2006-08-0141) and the Hearing Officer's Report and Recommendation in the City of Hueytown Street & Sanitation Department v. Robert Scott, (DA-2006-1565).

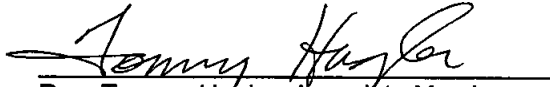
There being no further business the meeting adjourned at **5:16PM**.



Dr. Lita A. Clark, Chairwoman
Personnel Board of Jefferson County



Ken Moore, Associate Member
Personnel Board of Jefferson County



Rev. Tommy Hagler, Associate Member
Personnel Board of Jefferson County

Attested By:

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