

REVISED AGENDA
PERSONNEL BOARD OF JEFFERSON COUNTY MEETING AGENDA

January 13, 2009

- I. OPENING REMARKS BY BUDDY SMITH

- II. OPERATIONAL UPDATES
 - Personnel Director's comments
 - Business Office – Cynthia Holiness
 - HR Information and Technology Services – Roger McCullough
 - Workforce Development & Applicant Services – Guy Dewees
 - Performance Measurement – Jeff Crenshaw

- III. ACTION ITEMS
 - a) Board minutes for meeting held on December 9, 2008.

 - b) Adoption of Rules and Regulations

 - c) Recommendation that the Board grant conditional approval to the Director to renew its Public Officials and Employment Practices Liability policy with American International Group (A.I.G.) for fiscal year 2009-2010 subject to the condition that no material terms or conditions of the Board's coverage are affected by the new policy. The quote is expected from A.I.G. by close of business today. (See attached information from HRH insurance broker and 2008-2009 quote). The renewal amount is \$28,066. The current policy will expire on January 31, 2009.

 - d) Recommendation that the Board approve a contract renewal between Jefferson County Health Department (Sanitation Administration) and ADS, LLC. ADS, LLC provides flow monitoring support to Jefferson County Environmental Services pursuant to the EPA mandated consent decree to include servicing the permanent monitor network, producing flow data, providing reports, performing field work and temporary flow monitoring services. The contract was approved last year with the understanding the services would be transitioned in house and the contract would no longer be necessary after August 31, 2008. However, on October 22, 2008, the Personnel Board received a recommendation from Jefferson County Human Resources to approve a contract between Jefferson County and ADS, LLC for the same flow monitoring services.

The initial reason for the recommendation was that over the past year while merit system employees received training, it was determined that the work was more highly specialized than originally thought and the existing employees did not possess the skills, abilities or education to perform the duties even after being trained. The PBJC requested a meeting with Environmental Services and Human Resources to discuss their needs and offer possible solutions or accommodations. After meeting with Jefferson County Human Resources and Environmental Services, additional information was presented that indicated this type of work was customarily performed by independent contractors. The

Environmental Services Department (ESD) provided a representative sample list of municipal clients that have utilized or currently utilize flow monitoring services from ADS, LLC. While the list was not inclusive of all clients, there were a total of 83 municipalities sited, of which 48 were for ongoing services or current contracts. In addition to requesting a list of clients, the PBJC also recognized Mobile County as having their own flow monitoring program. However, after ESD contacted Mobile County, it was discovered their program is only about 1/3 of the size and scope of Jefferson County's and some aspects of the service are still provided by contractors. The information provided tends to support this type of specialized work being generally performed by independent contractors. Since the contract expired August 31, 2008, the integrity of the data is being compromised and the system is deteriorating by the flow monitoring services not being provided. It is recommended that the Board approve the contract renewal between ADS, LLC and Jefferson County Environmental Services. Over the contract period (September 1, 2008 through August 31, 2009), PBJC will explore the possibility of creating merit system classifications, compare the projected costs of merit system employees to the contract amount and attempt to determine if there is exists a viable applicant pool.

- e) Recommendation that the Board approve a new classification for Jefferson County Cooper Green Mercy Hospital, 7280 Speech Language Pathologist/Audiologist with a proposed pay grade of G-30 and a salary range of \$62,129.60 - \$96,283.20. Jefferson County Cooper Green Mercy Hospital contracted the services of a qualified Speech Therapist for evaluating and treating patients with communication disorders as well as referred patients with hearing impairments to UAB. The nature of the duties outlined in the contract and performed by UAB were not such that would justify employing Non-Merit System employees. The contract was denied and the classification of Speech Language Pathologist/Audiologist was created so that Cooper Green Mercy Hospital could treat patients with speech and hearing ailments. Market data for Speech Language Pathologist/Audiologist suggest an average rate of pay of \$65,410.
- f) City of Mountain Brook vs. Darryl Burts (DA-2008-1681)
- g) Birmingham Police Department vs. James Parsons (DA-2008-1703)
- h) Bessemer Public Works vs. Oscar Ortiz (DA-2008-1700)
- i) Birmingham Police Department vs. Valeriani Rowell (DA-2008-1673)
- j) Birmingham Police Department vs. Eric O. Henderson (DA-2008-1695)
- k) Jefferson County Sheriff's Office vs. David Newton (DA-2008-1704)
- l) Cooper Green Hospital vs. Carolyn Harris (DA-2008-1692)

IV. INFORMATION AND DISCUSSION ITEMS

- a) Requests for Appointment to Exempt Executive Service

- b) Douglas McBee vs. City of Hueytown and Jefferson County Personnel Board (CV-2008-1871)
- c) Resolution No. 2008R72 from the City of Irondale granting longevity pay for all eligible employees effective October 1, 2008.
- d) Advance Step Requests
- e) December Board Bi-weekly Expenditure Reports

V. EXECUTIVE SESSION