

PROPOSED AGENDA
PERSONNEL BOARD OF JEFFERSON COUNTY MEETING AGENDA

March 10, 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 February 10, 2009.
 - b) Recommendation that the Board approve a three year lease agreement between the Personnel Board and LaSalle Systems Leasing (leasing company for Berney Office Solutions) for a replacement copier in the Administration Department. The current lease agreement will expire March 31, 2009. The cost of the copier is \$17,649.73 plus maintenance cost for three years. The contract period is April 1, 2009 through March 31, 2012.
 - c) Recommendation that the Board renew the Business Liability Insurance with Hartford Casualty Insurance Company in the amount of \$6,567. The policy includes the same coverage as last year for Accounts Receivable, Brands and Labels, Claim Expenses, Computer Fraud, Computers and Media, Debris Removal, Employee Dishonesty/ERISA, Fine Arts, Forgery (including credit cards, currency and money orders), Laptop Computers, Outdoor Signs, Personal Property of Others, Property at Other Premises, Temperature Change, Tenant Building and Business Personal Property, Unauthorized Business Card Use, Valuable Papers and Records, and Terrorism. The annual premium is \$6,567 (increase of \$139 from last year's premium which is due to an increase in the total number of claims). The current policy will expire April 1, 2009.
 - d) Approve the Personnel Board's resolution identifying inactive equipment and materials and authorizing the disposal of the said equipment at the Jefferson County Annual Auction scheduled tentatively in fiscal year 2009. The Personnel Board has several equipment and office supplies that are inoperable and/or insufficient for the current technological environment within the Personnel Board. The items include forty-seven computers, forty-three monitors, seven printers, three terminals, one uninterrupted power supply and other miscellaneous equipment and supplies (see attached listing of items).
 - e) Jefferson Rehabilitation and Health Center vs. Antonio McDonald (DA-2008-1713)
 - f) Birmingham Police Department vs. Silburn Smith (DA-2008-1676)
 - g) Birmingham Police Department vs. Reginald Howard (DA-2007-1651)

- h) Birmingham Police Department vs. Fredrick Bailey (DA-2008-1679)
- i) Birmingham Police Department vs. Tameka Brazel (DA-2008-1707)
- j) Joseph Pierson v. Personnel Board of Jefferson County et. al.
(Jefferson County Circuit Court, CV-08-1662-GWN)

IV. INFORMATION AND DISCUSSION ITEMS

- a) The City of Birmingham; and Judicial Correction Services, Inc.
- b) Order of Appeal from Jefferson County Circuit Court – Gary Erwin vs. The Personnel Board of Jefferson County (01-CV-2007-002504.00)
- c) Resolution from the Jefferson County Emergency Management Agency granting a two percent (2%) cost of living increase for all applicable employees, effective October 11, 2008.
- d) January & February Board Bi-weekly Expenditure Reports

V. EXECUTIVE SESSION