

**REVISED AGENDA**  
**PERSONNEL BOARD OF JEFFERSON COUNTY MEETING AGENDA**

October 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 September 8, 2009.
  
- b) Recommendation that the Board approve a contract between the Personnel Board and Technical Innovations. The current maintenance agreement expires on October 4, 2009. The Personnel Board is in the process of evaluating our system to update our capabilities. However, due to the economic conditions, the implementation of the equipment expansion has been postponed to a later date. The purpose of this contract is to secure the professional services of Technical Innovations for the continued maintenance of the audio, video, and computer equipment located within the PBJC Test Administration Facility and the Hearing Room. The services are to include on-site labor to perform prescheduled routine cleaning, adjustments, alignment and labor to replace consumable parts (cost of consumables parts not covered) per manufacturer's published schedule. Technical Innovations will work with the Personnel Board to schedule two (2) visits per six-month period in order to provide preventative maintenance performed by qualified field service technicians to the aforementioned equipment. In addition to the scheduled preventative maintenance visits, Technical Innovations will provide response for maintenance in emergency situations within one (1) hour by telephone support and four (4) hours on site support. This is based on a Monday through Friday 8:00 AM to 5:00 PM work schedule. Loaner equipment to replace malfunctioning equipment is subject to availability and will be similar in fit, form, and function to restore the system to optimum performance. The service terms in this contract are similar to the previous contract approved by the Three-Member Board in 2006 (except for the service period which has changed from a one year agreement with the option to renew two additional years to a six-month agreement). The cost for the services over the six-month period covering October 1, 2009 through March 31, 2010 is \$15,331.
  
- c) Recommendation that the Board approve a contract between Jefferson County Health Department (Health Officer: Adm-HD) and Storm Water Management Authority (SWMA) in the amount of \$644,000. SWMA is a public corporation established in 1975 pursuant to the Storm Water Act. The Health Department will assume certain services that are being provided by SWMA including the current merit system employees performing these duties. The services include wet weather monitoring, MS4 outfall screening, field inspections, complaint investigations and reporting, household hazardous waste disposal, erosion and sediment control, public education, storm drain marking, water quality inventory,

impaired waters mapping and any other services being performed by the employees transferring from SWMA to the Health Department. The contract period is October 1, 2009 through September 30, 2010.

- d) Recommendation that the Board approve a contract between Jefferson County (Environmental Services: Barton Lab) and Laboratory Resources & Solutions, Inc. in the amount of \$13,000 (\$3,250 per quarter). Contractor to provide low level mercury sampling and analysis quarterly at four waste water treatment plants in order to monitor and maintain compliance with state and federal water quality regulations/permits. Due to the nature and scope of this project as well as the sporadic, limited and specialized duties, it is recommended that the contract be approved. The contract period is December 28, 2009 through December 31, 2010.
- e) Recommendation that the Board approve a contract renewal between Jefferson County (Environmental Services: Barton Lab) and U.S. Department of Interior – Geological Survey in the amount of \$172,770. Contractor is a federal water quality monitoring agency that provides Certified Hydrologist Technicians and water quality assessment and reporting services to counties throughout the United States. Contractor collects information on water quality in Alabama streams and provides data to participating counties for use in their compliance with federal, state, and local water quality initiatives and mandates. Jefferson County does not have the staff or facilities to perform these tests currently and any such tests performed by a county would not carry the USGS certification. This contract was originally approved at the March 6, 2007 Board Meeting. The contract renewal period is October 1, 2009 through September 30, 2010.
- f) Jefferson County Roads & Transportation vs. Johnny R. Crowe (ADM LV WOP-2009-0010) and Phillip Blanding (ADM LV WOP-2009-0015)
- g) Jefferson County Roads & Transportation vs. Walter Malone (ADM LV WOP-2009-0011)
- h) Jefferson County Department of Information Technology vs. Allen Franklin (ADM LV WOP-2009-0013)
- i) Jefferson County Finance Department vs. Dorothea Pruitt (ADM LV WOP-2009-0014)
- j) City of Bessemer Utilities vs. Lee Turner, Jr. (DA-2009-1726)
- k) Michael Kidd vs. Jefferson County Sheriff's Office (GR-2009-05-0200)
- l) Rena McWilliams, Director of Food Services – Jefferson County Sheriff's Office - Request for extension of Administrative Leave with Pay

#### IV. INFORMATION AND DISCUSSION ITEMS

- a) The City of Birmingham (Birmingham Museum) – Othello Giles
- b) City of Fultondale Resolution No. 1403 granting three (3%) percent Cost of Living Allowance for employees of the City of Fultondale, effective the pay period beginning September 23, 2009.

- c) City of Vestavia Resolution No. 4013 to grant a one (1%) cost of living increase and Resolution No. 4012 to forego merit increases for all employees for FY2009-2010.
- d) September Board Bi-Monthly Expenditure Reports
- e) Other Business

## V. EXECUTIVE SESSION