

PROPOSED AGENDA
PERSONNEL BOARD OF JEFFERSON COUNTY MEETING AGENDA

May 8, 2007

1. Board minutes for meeting held on April 17, 18, 23, 27, May 2 and May 3, 2007.
2. Reduction In Force Procedures
3. Audit of the Probate Court Chief Clerk position requested by Judge Alan L. King
4. Second Quarter 2007 Expenditures
5. Betty Gamble Resolution
6. Draft of Motion to Terminate Consent Decree
7. Recommendation that the Board approve a contractual agreement between the PBJC and the Institute for Personality and Ability Testing (IPAT) Inc. The Personnel Board of Jefferson County has a need to engage the services of IPAT, Inc. to provide written examinations for screening of Waste Water Treatment Plant Operator candidates. Cost for use of the PRB and scoring services is \$13.50 per candidate tested and scored. IPAT, Inc. will pay the costs of shipping the testing materials to the Personnel Board. The Personnel Board will be responsible for the costs of returning testing materials to IPAT, Inc. and the costs of shipment of the completed answer sheets to IPAT, Inc. for processing and scoring.
8. Recommendation that the Board approve a contract between Jefferson County Commission (Family Court) and Salvation Army Youth Services in the amount of \$180,000.00. Contractor provides day treatment services to adolescents referred by Family Court who are exhibiting truancy and other behavioral issues. Services include academic instruction by certified teachers; academic testing; remedial instruction; recreation/physical education; field trips, counseling; behavior modification; and transitional services. There are no facilities or classifications in the Merit System to provide these services. The contract period is December 1, 2006 through November 30, 2007.
9. Recommendation that the Board approve a contract between Jefferson County Commission (Family Court) and Salvation Army Youth Services in the amount of \$5,000.00 (\$142 per day per juvenile). Contractor provides short-term residential care for adolescents in need of emergency shelter as referred by Family Court. Services include structured daily activities; basic living skills; case management; medical referrals; recreation; and, counseling. There are no facilities or classifications in the Merit System to perform these services. The contract period is December 1, 2006 through November 30, 2007.
10. Recommendation that the Board approve a contract between Jefferson County Commission (Commissioner, District 5) and SERVPRO of Birmingham per price schedule. Contractor to provide water damage mitigation/restoration services to homeowners whose homes have been damaged by sewer backup on an "as

needed" basis. This process requires specialized training and equipment not otherwise available through the Merit System.

11. Recommendation that the Board approved a contract (with condition) between Jefferson County Commission (General Services) and Security Engineers. Vendor provides trained security personnel to the County. This is a request to extend the contract with Security Engineers. This contract was approved conditionally on January 9, 2007 for 45 days to allow Jefferson County to fill several Security Guard vacancies. Following this extension, the County reported to the Board that they had exhausted the current register and appealed again for an extension which was denied on April 17, 2007, because a new register had just been released. The County has once again asked for an extension, this time for 30 days from May 3, 2007, to fill some thirteen vacancies from this new register. To bridge the gap in this contract, conditional approval is being granted for a total of 100 days (30 days from the most recent request) until June 4, 2007.

12. Recommendation that the Board approve a contract (with condition) between Jefferson County Commission (Jefferson County Senior Citizens Services) and Senior Citizens Services of Alabama in the amount of \$37,491.00. The Office of Senior Citizens Services (OSCS) is responsible for contracting with various state and county agencies to provide services to the citizens of Jefferson County that are mandated under the federal Older Americans Act. The Office identifies agencies that provide the required services to older adults and contracts with these agencies using Title III monies to purchase the services. Senior Citizens Counseling Services of Alabama, Inc. provides telephone counseling, volunteer training, and community outreach services through two positions, a part-time (.3 FTE) telephone counselor and a full-time Program Coordinator.

Senior Citizens Counseling Services of Alabama, Inc. exists solely as a program of the Office of Senior Citizens Services. The Telephone Counselor position is not at issue to the extent it remains a temporary position at less than half time. The Program Coordinator position should be integrated into the Classified Service. It is recommended that this contract be approved with the proviso that the position of Program Coordinator will be integrated into the Merit System at the time of contract renewal. The contract period is April 1, 2007 through September 30, 2007.

13. Jefferson County Tax Assessor vs. Charles Cates (DA-2006-1568)
14. Birmingham Department of Public Works vs. Michael Rials (DA-2006-1625)
15. Birmingham Department of Public Works vs. Alfonzo Frazier (DA-2006-1590)
16. Jefferson Rehabilitation and Health Center vs. Norma Simon (DA-2006-1600)
17. Jefferson County Department of Health vs. Connie Love (DA-2006-1594)

INFORMATION and DISCUSSION ITEMS

- a) Media Policy

- b) Birmingham News Article - Trussville
- c) Letter from Police Chief – Vestavia
- d) Investigator for District Attorney's Office – Bessemer
- e) Data Records Clerk Issue
- f) Birmingham Police Department vs. Gary Erwin (DA-2006-1550)
- g) Birmingham Police Department vs. Mario White (DA-2006-1579)
- h) Birmingham Police Department vs. Steven Long (DA-2006-1580)
- i) Irondale Building Maintenance & Construction Department vs. Lonnie Merritt (DA-2006-1622)
- j) Advance Step Requests
- k) Correspondence items received for Board Members
- l) Dates for Board closing arguments/settlement hearings