

# Board Packet - 08/24/2023 Agenda

## I. Opening Remarks

## II. Action Items

- A. Recommendation that the Board approves the Board Minutes for the meeting held on July 27, 2023.
- B. Recommendation that the Board approves the 2023 Classification Survey Recommendations as reflected in the attached "2023 Board Survey Report".
- C. Recommendation that the Board approves a rental agreement between The Bridge and the Personnel Board. The Personnel Board will be closed on Friday, October 13, 2023 for a PBJC In-Service Day. This is a planned day for agency-wide professional development activities for Board staff. The focus this year is on organizational culture. The Personnel Board will use space at The Bridge for this event, and the rental rate is discounted at \$700.00.
- D. Recommendation that the Board approves the Director's reinstatement decisions pursuant to Rule 10.3 of the Rules and Regulations

## III. Jurisdiction Contracts

- A. Recommendation that the Board approves a new contract between the Jefferson County Roads and Transportation Department and Gonzalez Strength and Associates who will provide light detection and ranging services on an on-call basis to determine acceptable clearances between pavement and bridges in high traffic areas where it is unsafe to use traditional surveying. Contractor will mobilize to bridge sites across Jefferson County, Alabama, as directed. The Board has approved a similar contract in the past. This is a one (1) year contract with no options to extend, at a cost not to exceed \$50,000. Based on the fact that these services are generally contracted, require specialized skills and equipment not possessed by the County, and will be performed sporadically, this contract is recommended for approval.

B. Recommendation that the Board approves a contract between the Jefferson County Roads and Transportation Department, and multiple vendors (see attached list), who will provide parts, advanced diagnostics, maintenance, body work, and repairs for County fleet vehicles. The purpose of this contract will be to establish standard labor rates and rates for miscellaneous parts for inventory and emergency orders as needed. The bid will result in multiple contracts with different vendors that can perform work on different makes and models of cars, trucks, vans, environmental equipment and off-road equipment. Contracts or bids have been approved by the Board since 2014. This will be a three (3) year contract effective October 1, 2023 - September 30, 2026, with no extension option. Repairs are estimated at \$1,319,000 per year, for a total of \$5,865,000. Based on the sporadic nature of the services provided, the fact that the services are customarily performed by contractors, the anticipated cost of operating a body shop and the inability to acquire the proprietary diagnostic software, the contracted services are recommended for approval.

C. Recommendation that the Board approves a new contract between the Jefferson County Purchasing Department and a vendor to be determined to provide daily pick-up and delivery of sealed bank deposits from six centralized locations, to ensure safety and timely deposits, for twenty-three departments, with each department having multiple deposits taken to thirteen different banks. This is a three-year contract effective September 11, 2023 – September 10, 2026, with no extension option, at an estimated cost of \$402,391.44 (\$134,130.48 per year). A similar contract for these services has been in place since 2017, and based on the fact that the services are generally contracted and the County does not possess the equipment or personnel to perform the service, the contract is recommended for approval under the following conditions: 1) the County must submit the final contract for Board records, and 2) that contract does not deviate in any substantial manner from the representations made in this submission.

- D. Recommendation that the Board approves a new contract between Jefferson County Department of Health – Disease Control, and the UAB Board of Trustees, who will continue to provide consultative services to the Department of Health by providing at least 206 full days of direct clinical care to patients being treated for sexually transmitted infections by seeing a minimum of nine (9) patients per day, per provider, providing in-service training regarding sexually-transmitted infections to Department of Health staff, and attending regularly scheduled Department of Health meetings. This is a one (1) year contract, effective October 1, 2023 – September 30, 2024, with no extension options, and at a rate of \$95,494. Based on the fact that a significant portion of the services under this contract include providing specialized physicians who are exempted from the Classified Service, and given the highly specialized nature of providing this type of health care, and the fact that contracting with an infectious diseases physician or other physician group is common, this contract is recommended for approval.
- E. Recommendation that the Board approves a new contract between Jefferson County Health Department and Connection Health to hire, train, and supervise part-time (20 hours per week) community health workers who will provide services for women in the "From Day One" program which is a grant funded infant mortality program. Expectations for Connection Health, under the "From Day One" program, are broken into daily, weekly, monthly, quarterly, and annual deliverables. The contracts associated with the "From Day One" program have been approved by the Board since November 2017. This is a two (2) year contract, effective October 1, 2023 to September 30, 2025, with no extension option and at a cost not to exceed \$300,000 per year. Based on the sporadic and community nature of the services (for approximately 20 hours per week), this contract is recommended for approval.
- F. Recommendation that the Board approves an amendment to a contract between the Jefferson County Roads and Transportation Department and Real Estate Valuation Advisors that was approved December 12, 2022

(attached) and executed by the Jefferson County Commission January 12, 2023. This amendment increases the total not to exceed amount to \$560,000.00 per two-year period. The increase in the Compensation is due to the large number of road and sewer projects requiring appraisals, and appraisal reviews related to acquired right-of-way tracts, temporary construction easements, and property acquisitions over the next two years; a majority of these projects are related to the Alabama Infrastructure Bank Bond funds, the funds associated with this Bond are required to be expended by 2026. Based on the fact that the work must be performed by an independent party, this contract amendment is recommended for approval. The Board has previously approved similar contracts for these services.

G. Recommendation that the Board approves a new contract between the Jefferson County Probate Court and a vendor to be determined. The contractor will provide qualified personnel, on an as-needed basis, during election cycles, to staff the Birmingham and Bessemer Absentee Offices, which are not staffed year-round. The Vendor will provide qualified personnel to assist the Jefferson County Circuit Clerk Election Offices, as required by Alabama election law. This will be a three-year contract, at an estimated cost of \$750,000. The Board has approved similar staffing contracts in the past, and based on the fact that the services are performed sporadically, and on an as-needed basis, this contract is recommended for approval.

## **IV. Administrative Leave with Pay**

A. Noah Hall, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay

## **V. Contested Items**

A. Michael A. McRina vs. Jefferson County (General Services)- Case No. DA-2023-2441-JC (Termination)- Joint Motion to Dismiss Appeal & Settlement Agreement

## **VI. Appeal of Director's Determination**

- A. George Poindexter - Disqualification of Application based on past Merit System employment record.
- B. Michael Morris - Appeal of Director's Disqualification of Application based on past Merit System employment record.

## **VII. Information and Discussion Items**

- A. Recommendation that the Board acknowledges a budget resolution for the Jefferson County Department of Health that includes a 4% cost of living increase for its eligible employees, effective September 23, 2023.
- B. Recommendation that the Board acknowledges the list of Advanced Steps.
- C. Recommendation that the Board acknowledges the following expenditure reports:
  - July 8, 2023 - July 21, 2023
  - July 22, 2023 - August 4, 2023
  - August 5, 2023 - August 11, 2023
- D. Recommendation that the Board acknowledges Resolution #6635 for the City of Hueytown that includes a 5% cost of living increase for its eligible employees, effective August 28, 2023.
- E. Recommendation that the Board acknowledges a budget resolution for the Jefferson County Emergency Management Mayors' Council that includes a 2.5% cost of living increase for its eligible employees, effective September 23, 2023.

## **VIII. Executive Session**