

Board Packet - 08/27/2026 Agenda

I. Opening Remarks

II. Operational Updates

III. Action Items

A. Public Hearing on Proposed Rule Changes - Acceptance of public comments for the published proposed changes to the following rules of the Personnel Board Rules & Regulations. Proposed changes were publicly noticed and written comments were received from July 29, 2026 through August 12, 2026.

- 1.3 Definitions (modified one definition)
- 3.1 Membership (Citizens Supervisory Commission)
- 7.7 Reclassification of Positions
- NEW Job Class Restructure (newly added)
- 7.8 Creation of a New Job Class (content and number change)
- 9.6 Methods of Recruitment (subpart a.3 only)
- 9.16 Rescheduling and Makeup Examinations
- 10.4 Certification (subparts a.2, a.3, and a.4 only)
- 11.6 Probationary Status of Appointments (subpart b only)
- 11.7 Demotions
- 11.13 Secondary Appointment (subpart b.2)
- 12.1 Disciplinary Policy
- 12.3 Notice and Service (subpart a, b, and c only)
- 12.4 Appeal procedure
- 12.5 Hearing (subpart b, c, and f only)
- 12.6 Decision by the Board
- 12.7 Witnesses
- 12.8 Subpoenas
- 12.10 Citizen Complaint
- 12.11 Charges Filed by the Director
- 12.12 Confirmation of Compliance (number change only)
- 12.13 Judicial Review (number change only)
- 12.14 Suspensions Not Exceeding Five Days (number change only)
- 13.19 Disposition of Leave Upon Resignation or Retirement (subparts b and c only)
- 13.20 Administrative Leave

- 15.4 Grievance Procedure
- B. Recommendation that the Board vote to adopt the proposed rule changes published for written comment from July 29, 2026 through close of business on August 12, 2026 effective upon date of adoption.
- C. Recommendation that the Three-Member Board approve the minutes of the July 23, 2026 Board meeting.
- D. Recommendation that the Board approve a contract renewal between the Personnel Board and Naegeli Deposition and Trial. The vendor will provide transcription services for the Board for fiscal year 2027.
- E. Recommendation that the Three-Member Board approve a new contract between the Personnel Board and Fletcher & Company. The vendor will provide air travel services for ongoing business operations of the Personnel Board. The new contract with Fletcher & Company resulted from the Jefferson County 's Invitation to Bid No. 51-26, dated June 4, 2026, as it relates to the Code of Alabama 1975 Article 2 – State Bid Law. The contract will cover the period of October 1, 2026 through September 30, 2027 with the option to renew two (2) additional one-year (1) periods.
- F. Recommendation that the Three-Member Board approve the renewal of the contract between Solis CFC Security Inc. and the Personnel Board for cybersecurity services. Solis provides continuous 24/7 monitoring of the Personnel Board's networks, cloud environments, and endpoints to identify and respond to active threats, potential data breaches, and malicious activity. The monthly cost is based on the number of endpoints (devices) connected to the Personnel Board's network (resulting in a charge of \$1,026.90 per month based on current numbers).
- G. Recommendation for the Three-Member Board to approve a contract renewal between Mythics LLC and the Personnel Board of Jefferson County for Oracle Cloud Hosting Services. The contract term will be effective October 1, 2026, through September 30, 2027.
- H. Recommendation that the Three-Member Board approve an amendment to the Workday contract to account for employee population growth. Pursuant

to the terms of the Workday agreement approved by the Three-Member Board on July 27, 2023, the Personnel Board is required to report employee population counts annually. Workday uses these counts to calculate Full-Service Equivalents (FSE) and determine whether employee growth exceeds the contractual baseline. During the 2026 annual reporting process, Workday determined that the Personnel Board's reported workforce resulted in 5% increase in FSE, exceeding the contracted baseline. Under the agreement, this increase requires an adjustment to the annual subscription fees addressed by this amendment.

- I. Recommendation that the Board approve the Director's reinstatement decision pursuant to Rule 10.3 of the Rules and Regulations

IV. Jurisdiction Contracts

- A. Recommendation that the Three-Member Board approve a new three-year contract between Jefferson County Environmental Services and Dixie Overhead Door, Inc., to provide rolling/overhead door inspections, maintenance, and repair services for Environmental Services Plant facilities.
- B. Recommendation that the Three-Member Board approve a new three-year contract between Jefferson County Compliance department and Mauldin & Jenkins to provide ad hoc consulting and advisory support for compliance and business process optimization assessments, including project planning, interviews, document and data review, data analysis, surveys, observations, recommendations, and report development/review.
- C. Recommendation that the Three-Member Board approve a one year contract between Jefferson County Department of Health and UAB Board of Trustees to continue to provide consultative services to the Department of Health by providing direct clinical care to patients being treated for sexually transmitted infections and will provide in-service training regarding sexually transmitted infections to Health Department staff.
- D. Recommendation that the Three-Member Board approve a new three-year contract between the Jefferson County Department of Health and We the Creative to provide editorial and design services for the Department's annual

reports, including chart and graph development, accessibility, and production support for print and electronic publication.

V. Administrative Leave with Pay

- A. Nicolas Austin, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay
- B. Erwin Sanchez, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay
- C. Ardalia Marks, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay
- D. DeKarrius D. Turner, City of Birmingham (Police Department) - Request for 15-Day Extension of Administrative Leave with Pay
- E. TaGerrious Smith - City of Birmingham (Police Department) - Request for 15-Day Extension of Administrative Leave with Pay

VI. Contested Items

- A. Billy Swicegood vs. City of Birmingham (Police Department) - Case No. DA-2026-2622-BH (Termination)- Parties' Joint Motion to Dismiss Appeal and Settlement Agreement

Billy Swicegood vs. City of Birmingham (Police Department) - Case No. DA-2026-2622-BH - Respondent's Motion to Withdraw
- B. Shatittia Addie vs. City of Birmingham (Police Department) -Case No. DA-2026-2617-BH (Suspension - 11 Days)- Hearing Officer's Report and Recommendation
- C. Kwanza Harper vs. Jefferson County Department of Health- Case No. DA-2026-2602-HD (Termination)- Hearing Officer's Findings of Fact, Law, and Recommended Decision
- D. Shequita Woods vs. Jefferson County (Board of Equalization)- Case No. DA-2026-2618-JC (Termination)- Hearing Officer's Recommended Decision

E. Toushi Arbitelle vs. City of Leeds (Administration)- Case No. DA-2025-2597-LD (Termination)- Hearing Officer's Findings of Fact, Law, and Recommended Decision

VII. Appeal of Director's Determination

No items in this section

VIII. Information and Discussion Items

- A. Recommendation that the Three-Member Board acknowledge the list of Advanced Steps.
- B. Recommendation that the Three-Member Board acknowledge this one-time lump-sum longevity payment for full-time classified Jefferson County Health Department employees.
- C. Recommendation that the Three-Member Board acknowledge the adjustment of the Jefferson County Department of Health's salary schedule with 4% cost of living increase for its eligible employees, effective October 3, 2026.
- D. Recommendation that the Three-Member Board acknowledge the following expenditure reports:
 - July 17, 2026 through July 24, 2026
 - July 25, 2026 through July 31, 2026
 - August 1, 2026 through August 14, 2026

IX. Executive Session