



Personnel Board of Jefferson County

A Career. A Purpose. A Life.

MEETING MINUTES FOR THE PERSONNEL BOARD OF JEFFERSON COUNTY

May 5, 2026

The Personnel Board of Jefferson County met on Tuesday, May 5, 2026. Present at the meeting were: L. Kenneth Moore, Chair; Jacqueline Smoke, Associate Member; and Donna Smith, Associate Member. Present from the Personnel Board were: Jeff Crenshaw, Director; Cynthia Holiness, Business Office; Guy Dewees, Workforce Development and Applicant Services; Pete Blank, Training and Organizational Development; and Stacey Lange, Testing. Attending virtually were attending Leslie Coyne, Legal Counsel for the Personnel Board, and other Personnel Board staff.

I. OPENING REMARKS BY L. KENNETH MOORE, CHAIR

Chair Moore called the meeting to order at 1:33 pm and dispensed with any remarks.

II. Operational Updates

A) Cynthia Holiness – Business Office

Cynthia highlighted the budget process for fiscal year 2027 is underway. She stated that the department heads had submitted their proposals in late March, followed by one-on-one reviews and leadership meetings to set priorities. The proposed budget will go to Board Members in early July, with one-on-one meetings in mid-July. The proposed budget for fiscal year 2027 will be presented for approval at the July board meeting.

She also stated that staff are working with the County Purchasing Department on the Board's travel management contract, which expires in September 2026. The Invitation to Bid (ITB) process is underway to solicit competitive bids under uniform requirements. A new contract, along with the 2027 budget, will be presented to the Board at the July board meeting.

B) Guy Dewees – Workforce Development and Applicant Services Division Manager

He stated that the results of the Personnel Board's broader recruiting efforts continue to be strong. In April, the Personnel Board:

- Received 6,387 applications for 98 job postings (while this number may seem high, we had several high-volume positions open in the clerical and administrative series which account for nearly half of this number);
- Established eligibility lists for 50 job classes; and

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- Issued 101 certified lists of applicants for 55 job classes to the jurisdictions to support their hiring needs.

He also mentioned that spring career event season ended last week. The Board's Recruiters attended a total of 33 events visiting 16 colleges and universities, 9 local high schools, and 8 community-related events.

In addition, Guy stated that in early April, the Board held its fourth Recruiting Blitz, at the Birmingham CrossPlex. He stated that the Board expanded this event to include all Public Safety — bringing together both Fire and Law. He also stated that in attendance were Enforcement representatives from across the Board's jurisdictions to help recruit talent. This event gave candidates the opportunity to:

- Complete the physical ability test;
- Complete an application; and
- Engage directly with Public Safety employees from within the Merit System

Also, he stated that while this event did not attract the volume of individuals as previous Blitz events, the quality of applicants was noticeably higher with a large portion passing the physical ability test. Additionally, the Board received fairly enthusiastic feedback from the departments that were represented regarding their interactions with the potential recruits.

And lastly, provided that the Board Members approve the board item for the Birmingham Baron's contract today, the Personnel Board will be at Regions Field the evening of May 15th for First Responders Night where staff will team up with Merit System Public Safety employees to greet and speak with fans about careers in Public Safety.

III. Action Items

- A) The Board approved the Board Minutes for the meeting held on March 26, 2026. (Motion made by J. Smoke; Seconded by D. Smith)
- B) Recommendation that the Board approves a contractual agreement between the Personnel Board and DBH Birmingham LLC. (Birmingham Barons) for One (1) 3' x 9' home plate sign and Sponsorship of Emergency Responders Night (Friday, May 15th, 2026) for \$10,000 for the 2026 season. (Motion made by J. Smoke; Seconded by D. Smith)
- C) Recommendation that the Board approve the request from the City of Center Point to create a Public Safety Salary Schedule, effective May 9, 2026. (Motion made by J. Smoke; Seconded by D. Smith)
- D) Recommendation that the Three-Member Board approve the qualified individual, Roderick Evans, to be placed on the roster of eligible Hearing Officers for public hearings of disciplinary appeals. (Motion made by J. Smoke; Seconded by D. Smith)

- E) Recommendation that the Board approve the Director's reinstatement decisions pursuant to Rule 10.3 of the Rules and Regulations. (Motion made by J. Smoke; Seconded by D. Smith)

IV. Jurisdiction Contracts

NONE

V. Administrative Leave with Pay

- A) Venice Mixon, City of Homewood (Police Department) - Request for 30-Day Extension of Administration Leave with Pay. (Motion made by J. Smoke; Seconded by D. Smith)
- B) Cami Salter, City of Homewood (Finance Department) - Request for 30-Day Extension of Administrative Leave with Pay. (Motion made by J. Smoke; Seconded by D. Smith)

In one vote, the Board approved Administrative Leave with Pay C, D and E.

- C) Joshua Nichols, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay. (Motion made by J. Smoke; Seconded by D. Smith)
- D) Cerell Cole, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay. (Motion made by J. Smoke; Seconded by D. Smith)
- E) Cameron Lee, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay. (Motion made by J. Smoke; Seconded by D. Smith)

VI. Contested Items

- A) Deasia Hicks vs. City of Birmingham (Police Department)- Case No. DA-2026-2593-BH (Suspension - 8 Days) - Joint Motion to Dismiss Appeal and Settlement Agreement. The Board voted to **DISMISS** the appeal and **ACCEPT** the Settlement Agreement. (Motion made by J. Smoke; Seconded by D. Smith)
- B) Derrick Beard vs. City of Birmingham (Department of Public Works) - Case No. DA-2025-2584-BH (Termination) - Findings and Recommendation of Hearing Officer. In attendance virtually was Attorney Denise Poe who represented Derrick Beard, and in person was Attorney Twala Grant Wallace who represented the City of Birmingham. The Board voted to **REINSTATE** the termination of Derrick Beard by the City of Birmingham. (Motion made by J. Smoke; Seconded by D. Smith; Opposed by K. Moore)
- C) Gregory Irvin vs. City of Birmingham (Police Department)- Case No. DA-2020-2319-BH (Termination) - Hearing Officer's Report and Recommendation. In attendance virtually

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was Attorney Kayla Sullivan who represented the City of Birmingham and in person was Attorney Scott Morrow who represented Gregory Irvin. The Board voted to **UPHOLD** the Hearing Officer's Recommendation. (Motion made by J. Smoke; Seconded by D. Smith)

- D) **REMOVED FROM AGENDA** – Settlement agreement executed - Jonathon Hicks vs. Jefferson County (Road & Transportation) - Case No. DA-2026-2603-JC (Termination)- Joint Motion to Dismiss Appeal and Settlement Agreement
- E) Tykesha Hudson vs. Jefferson County (Tax Assessor- Bessemer Division)- Case No. DA-2025-2594-JC (Termination) - Hearing Officer's Findings of Fact, Law, and Recommended Decision. The Board considers **ABANDONMENT** of Ms. Hudson's appeal due to her failure to appear at scheduled hearing. (Motion made by J. Smoke; Seconded by D. Smith)
- F) Willie Brown vs. Jefferson County (Development Services)- Case No. DA-2025-2592-JC (Termination) - Hearing Officer's Findings of Law, Fact, and Recommended Decision. Attending virtually was Attorney Brandon Prince who represented Willie Brown. The Board voted to **UPHOLD** the Hearing Officer's Recommendation. (Motion made by J. Smoke; Seconded by D. Smith)
- G) April Reid vs. City of Tarrant (Police Department) - Case No. DA-2025-2588 (Suspension - 3 Days & Demotion)- Hearing Officer's Findings of Fact, Law, and Recommended Decision. Attending virtually was Attorney Daniel Wisniewski who represented the City of Tarrant, and Attorney Jim Parkman who represented April Reid. The Board voted to **UPHOLD** the Hearing Officer's Recommendation. (Motion made by J. Smoke; Seconded by D. Smith)
- H) **REMOVED FROM AGENDA** - Shatittia Addie vs. City of Birmingham (Police Department) -Case No. DA-2026-2617-BH (Suspension - 11 Days)- Respondent's Motion to Recuse

VII. Appeal of Director's Determination

- A) Saucedo Lewis - Appeal of the Director's Decision to Disqualify Application. The Board voted to **UPHOLD** the Director's Determination. (Motion made by J. Smoke; Seconded by D. Smith)
- B) Brandon Wilson-Creer - Appeal of the Director's Decision to Disqualify Application. The Board voted to **UPHOLD** the Director's Determination. (Motion made by J. Smoke; Seconded by D. Smith)
- C) Harry Willis, Jr. - Appeal of the Director's Decision to Disqualify Application. The Board voted to **UPHOLD** the Director's Determination. (Motion made by J. Smoke; Seconded by D. Smith)
- D) Markino Hill - Appeal of the Director's Decision to Disqualify Application. The Board voted to **UPHOLD** the Director's Determination. (Motion made by J. Smoke; Seconded by D. Smith)

- E) Stanley Frierson - Appeal of the Director's Decision to Disqualify Application (Grievance). Chairman Moore informed Chief Frierson that, because he did not first pursue the City of Birmingham's procedural remedies, the Personnel Board could not consider his grievance.

Before the Information and Discussion Items were addressed, Jeff Crenshaw introduced a new Board intern, Amelia Wilhite, who works in the Classification and Compensation Department. Judge Moore welcomed her to the Board and stated that the dedicated staff look forward to working with her and extended a warm welcome to her.

VIII. Information and Discussion Items

- A) The City of Fultondale adopted Resolution No. 2615 providing a 4% COLA.
- A) The City of Leeds adopted Resolution No. 2026-04-02 collapsing their base schedule and public safety schedule providing a 1.3% COLA.
- B) Recommendation that the Board acknowledges the list of Advanced Steps for the month of March 2026.
- C) Recommendation that the Board acknowledges the following expenditure reports:

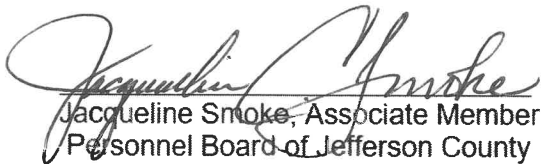
March 7, 2026 through March 20, 2026

March 21, 2026 through April 3, 2026

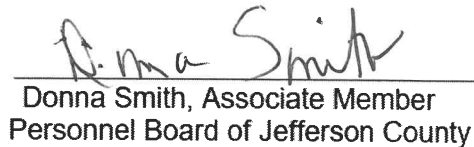
IX. Executive Session



L. Kenneth Moore, Chairman
Personnel Board of Jefferson County



Jacqueline Smoke, Associate Member
Personnel Board of Jefferson County



Donna Smith, Associate Member
Personnel Board of Jefferson County

Attested By:



Jeff Crenshaw, Director
Personnel Board of Jefferson County