

19-17<sup>TH</sup> Meeting of the Board  
Regular Meeting and Public Hearing  
8:30 a.m., Tuesday, September 3, 2019

(NOTE: PLEASE TURN OFF OR MUTE ALL ELECTRONIC DEVICES)

FINAL AGENDA

1. Public hearing for consideration of comments and suggestions concerning the following requests from Mobile County:
  - (A) Adoption of the attached specification for the classification of Administrative Office Manager,
  - (B) Adoption of Salary Grade 18, \$3,461.79 - \$5,534.19, for the classification of Administrative Office Manager.
  - (C) Adoption of the attached specification for the classification of Information Technology Document Manager and Technical Writer,
  - (D) Adoption of Salary Grade 21, \$4,217.85 - \$6,742.87, for the classification of Information Technology Document Manager and Technical Writer.
  
2. If Item One is approved, Mobile County requests approval for the creation of the following positions:
  - (A) Creation of one (1) position of Information Technology Document Manager and Technical Writer for County Commission Miscellaneous #2 Department,
  - (B) Creation of one (1) position of Administrative Office Manager for the Public Works Department.
  
3. Have the Board set a date for a public hearing for consideration of comments and suggestions concerning the following requests from Mobile County:
  - (A) Amendment of the attached specification for the classification of Property Agent, in title and body, to Property Agent I,
  - (B) Adoption of the attached specification for the classification of Property Agent II,
  - (C) Adoption of Salary Grade 19, \$3,637.04 - \$5,814.35, for the classification of Property Agent II.

4. Have the Board set a date for a public hearing for consideration of comments and suggestions concerning the request from the City of Mobile for reclassification under Rule 10.18 of Jerica Poellnitz, Museum Guard, part-time to permanent full-time.
5. The Mobile County Probate Court requests approval for the creation of one (1) position of Fiscal Officer II.
6. The Mobile Housing Board requests approval for the following actions as specified in the submitted request:
  - (A) One-time signing bonus for Michael E. Pierce in connection with his recent employment as Executive Director,
  - (B) Monthly automobile allowance for Michael E. Pierce in connection with his employment as Executive Director.
7. The Director reports receipt of a letter from Terri Hall for a supplemental oral interview for the promotional job posting of Sheriff's Lieutenant. Ms. Hall states she will be absent for the examination on Thursday, September 5, 2019, due to pre-planned and non-refundable travel arrangements from the dates of August 31, 2019 through September 8, 2019, made prior to the date and time of the examination.
8. The Director reports approval for the creation of the following jurisdictional positions:
  - (A) Creation of one (1) additional position of Accountant I for the Mobile County Probate Court,
  - (B) Creation of one (1) position of Executive Assistant for the City of Mobile Public Works Executive Administration Department.
9. The Director reports receipt of the following jurisdictional holiday schedules:
  - (A) 2019 – 2020 Fiscal Year Holiday Schedule for the Board of Water and Sewer Commissioners of the City of Saraland,
  - (B) 2019 – 2020 Fiscal Year Holiday Schedule for the Mobile Public Library.
10. In compliance with Mobile County Personnel Department Policy 156.1:
  - (A) The Director reports receipt of a letter from Mobile County that determination concerning a bonus and incentive request will be made after the 2019-2020 Fiscal Year.
  - (B) The Director of the Mobile County Personnel Board is notifying the Board that consideration of any possible bonus for employees will be made sometime after the beginning of the 2019-2020 Fiscal Year.

11. The Director recommends that the Order of the Board concerning Robert Hahlen be spread fully upon the minutes.
12. Approval of the following meeting and hearing minutes of the Board:
  - (A) 19 – 16<sup>TH</sup> meeting held August 20, 2019,
  - (B) 19 – 16<sup>TH</sup> addendum held August 20, 2019,
  - (C) 19 – 19<sup>TH</sup> hearing held August 20, 2019,
  - (D) 19 – 20<sup>TH</sup> hearing held August 27, 2019.
13. Comments from the Director.
14. Business items from Board Members.