

20 – 19TH Meeting of the Board
Special Meeting and Public Hearing
2:00 p.m., Tuesday, October 20, 2020

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

FINAL AGENDA

1. Public hearing for consideration of comments and suggestions concerning the following request from the City of Prichard for reclassification under Rule 10.18 of Martina Moore, Police Officer, part-time, to permanent full-time, effective October 24, 2020.
2. Public hearing for consideration of comments and suggestions concerning the following requests from the City of Saraland:
 - (A) Adoption of the attached specification for the classification of Fiscal Clerk II,
 - (B) Adoption of Salary Grade 10, \$2,571.01 - \$4,110.14, for the classification of Fiscal Clerk II,
 - (C) Adoption of the attached specification for the classification of Office Assistant III,
 - (D) Adoption of Salary Grade 12, \$2,837.91 - \$4,536.83, for the classification of Office Assistant III.
3. If Item Two is approved, the City of Saraland requests the following positions:
 - (A) Creation of one (1) position of Fiscal Clerk II,
 - (B) Creation of one (1) position of Office Assistant III.
4. Public hearing for consideration of comments and suggestions concerning the request from the City of Citronelle for reclassification under Rule 10.18 of Jeffery Carter, Public Service Worker I, part-time, to permanent full-time, effective October 24, 2020.
5. Have the Board set a date for a public hearing for consideration of comments and suggestions concerning the following requests from the Mobile Area Water and Sewer System:
 - (A) Amendment of the attached specification for the classification of Maintenance Clerk/Dispatcher Supervisor,
 - (B) Amendment of Salary Grade 14, \$3,289.18 - \$5,258.25, to Salary Grade 15, \$3,455.70 - \$5,524.45, for the classification of Maintenance Clerk/Dispatcher Supervisor,
 - (C) Reclassification under Rule 10.18 of Cathy W. Capers, Office Assistant I, supernumerary, to permanent full-time, effective November 7, 2020.
6. Have the Board set a date for a public hearing for consideration of comments and suggestions concerning the request from the Personnel Director to amend Rule 5.2(a), Entry Level Employees, as follows with notated changes:

The proposed amended Rule 5.2(a) would read as follows:

PROPOSED AMENDMENT: ENTRY LEVEL EMPLOYEES. 5.2(a) The pay of all new employees shall be paid initially at the minimum rate set forth in the pay plan for the class of positions which the employee is employed. However, for professional and technical classes of positions, **other than**

~~public safety officers~~, at the discretion of the Appointing Authority, the employee may be paid at a rate up to but not in excess of the mid-range of the pay plan established for the professional and technical position. The classifications in which employees are primarily engaged as a Police Officer, Sheriff's Deputy and Firefighter shall not be considered as a "public safety officer" as exempted in Section XI, Pay Plan; Sub-section 1. Entry Level Employees of the enabling act. They shall be regarded as a "professional class" if they are certified under the state law governing police officers, sheriff's deputies and firefighters. In the event there is no mid-range in a particular jurisdiction's pay plan, mid-range shall be defined as the step that does not exceed the mean, i.e., the middle position between two extremes or midway between the highest and lowest of the ranges.

7. Have the Board set a date for a public hearing for consideration of comments and suggestions concerning the request from the Personnel Director to amend Rule 8.3, Combining Registers, as follows with notated changes:

The proposed amended Rule 8.3 would read as follows:

PROPOSED AMENDMENT: COMBINING REGISTERS. 8.3 If a new register is established before the termination of an existing register, the names of those on the existing register not competing in the test by which the new register is established shall be transferred to the new register, being ranked thereon according to the final earned average attained in the test in which they competed. In no event, however, shall an applicant's name remain on a register in excess of ~~two (2) years~~ one (1) year as the result of one examination.

8. The City of Satsuma requests approval to grant a 5% cost-of-living increase to all full-time, part-time, and supernumerary employees, effective October 24, 2020.
9. Have the Board ratify its approval of the following requests for supplemental examinations from the 20 – 18TH Meeting held October 6, 2020:
 - (A) J. Alexander Trenier for a supplemental examination for Fire Service Driver Field Test. Mr. Trenier states he was absent for the examination on Wednesday, September 23, 2020, due to contracting and recovery from the COVID-19 virus during the date and time of the examination.
 - (B) Jason Smith for a supplemental examination for Fire Service Driver Field Test. Mr. Smith states he was absent for the examination on Thursday, September 24, 2020, due to testing positive for the COVID-19 virus during the date and time of the examination.
10. The Director reports approval of the creation of the following jurisdictional positions:
 - (A) Creation of one (1) position of Building Maintenance Supervisor for the City of Mobile GulfQuest Maritime Museum Department,
 - (B) Creation of one (1) position of Activities Specialist I, part-time, for the City of Mobile Recreation Department,
 - (C) Creation of one (1) position of Service Contract Administrator for the City of Mobile Municipal Enforcement Department,
 - (D) Creation of one (1) position of Campground Attendant, part-time for the City of Citronelle,

- (E) Creation of one (1) position of Code Inspector, part-time for the City of Citronelle.
- 11. The Director reports receipt of the following jurisdictional holiday schedules:
 - (A) 2020 – 2021 Fiscal Year Holiday Schedule for the Mobile County Commission,
 - (B) 2020 – 2021 Fiscal Year Holiday Schedule for the City of Creola.
- 12. In compliance with Mobile County Personnel Department Policy 156.1:
 - (A) The Director reports receipt of a letter from the Mobile County Health Department that a 2.5% cost-of-living adjustment has been determined by the jurisdiction to be implemented and approved sometime in the 2020 – 2021 Fiscal Year.
 - (B) The Director reports receipt of a letter from the Utilities Board of the City of Bayou La Batre that a determination concerning bonuses will be discussed after its Fiscal Year End of September 30TH, and notification will be provided to the Personnel Board once a decision has been made.
- 13. Have the Board set a date for a public hearing concerning the following appeals:
 - (A) Appeal from dismissal filed by Belinda Dulaney, former Housing Specialist I with the Mobile Housing Board,
 - (B) Appeal from dismissal filed by Reginald Craig, former Public Service Worker I with the City of Mobile Parks Recreation Department,
 - (C) Appeal from suspension filed by Dewey Marler, Heating/Air Conditioning Mechanic I with the City of Mobile REAM – Facilities Maintenance Department.
- 14. Approval of the following meeting and hearing minutes of the Board:
 - (A) 20 – 18TH meeting held October 6, 2020,
 - (B) 20 – 21ST hearing held October 6, 2020.
- 15. Comments from the Director.
- 16. Business items from Board Members.