

Mobile County Personnel Board Agenda
25 – 10TH Session of the Board
Tuesday, May 6, 2025 – 1:00p.m.
Work Session

Call to Order

Determination of a Quorum

Adoption of the Agenda

Work Session

1. Director's Report
2. Appeal(s)
3. Adjournment

Mobile County Personnel Board Agenda
25 – 11TH Meeting of the Board
Tuesday, May 6, 2025 – 1:15p.m.

Notice: Unless otherwise noted, votes will be taken on each item at this meeting.

Call to Order

Invocation

Determination of a Quorum

Adoption of the Agenda

Vote

1. Department Operating Expenses

Vote

2. Meeting Minutes Approval

Vote

A. 25 – 8TH Work Session of the Board held April 15, 2025,

B. 25 – 9TH Meeting of the Board held April 15, 2025,

C. 25 – 9TH Addendum of the Board held April 15, 2025,

D. 25 – 7TH Hearing of the Board held April 24, 2025.

3. Public Hearing

Comments

4. Supplemental Request

The Director recommends approval of a request from J. Robison for a supplemental promotional examination for Police Sergeant. Mr. Robison stated in the submitted documentation that he will be absent from testing due to military leave on the date and time of the examination.

5. Board Action Items

Vote

A. Mobile County Commission

1. Adoption of the classification of Assistant Golf Course Superintendent,

2. Adoption of Salary Grade 16 for the classification of Assistant Golf Course Superintendent,

3. Creation of one (1) position of Assistant Golf Course Superintendent for the Parks and Recreation – Golf Course Department,

4. Adoption of the attached specification for the classification of Corrections Buildings Supervisor,

5. Adoption of Salary Grade 19 for the classification of Corrections Buildings Supervisor,

6. Creation of one (1) position of Corrections Buildings Supervisor for the Building Maintenance Department,

7. Adoption of the classification of Budget Officer,

8. Amendment of the attached specification for the classification of Budget Officer,

9. Adoption of Salary Grade 23 for the classification of Budget Officer,

Mobile County Personnel Board Agenda
25 – 11TH Meeting of the Board
Tuesday, May 6, 2025 – 1:15p.m.

10. Creation of one (1) position of classification of Budget Officer for County Commission Miscellaneous #2 Department.

B. City of Mobile

1. Reclassification under Rule 10.18 of A. Dunklin, Community Resource Officer, part-time to full-time, retroactively effective April 19, 2025,
2. Amendment of Salary Grade 16 to Salary Grade 17 for the classification of Municipal Enforcement Supervisor, retroactively effective May 3, 2025,
3. Reclassification of two (2) employees as listed on the submitted documents from the classification of Police Officer to the classification of Police Officer – SWAT, retroactively effective April 5, 2025,

These two (2) employees in the Police Officer classification are the only eligible employees who have recently met the requirements of the SWAT Officer,

4. Reclassification under Rule 4.4 of K. Stoots, GIS Analyst III, to the classification of GIS Manager, with no change in pay, retroactively effective May 3, 2025,
5. Adoption of the classification of Election Specialist,
6. Adoption of Salary Grade 10 for the classification of Election Specialist,
7. Creation of eight (8) positions of Election Specialist for the City Clerk's Office.

C. City of Chickasaw

Amendment of Salary Range 43 to Salary Range 47 for the classification of Vehicular/Equipment Mechanic, retroactively effective April 14, 2025.

D. City of Bayou La Batre

Approval to grant a 10% cost-of-living raise for all city employees, effective May 17, 2025.

E. City of Satsuma

1. Adoption of the classification of Police Chief,
2. Adoption of Salary Grade 22 for the classification of Police Chief,
3. Creation of one (1) position of Police Chief,
4. Promotion under Rule 9.6 of T. Willcutt, Police Captain to Police Chief, as the only eligible employee, effective May 17, 2025.

F. Mobile Area Water and Sewer System

1. Adoption of the attached specification for the classification of Human Resource Services Manager,
2. Adoption of Salary Grade 20 for the classification of Human Resource Services Manager,
3. Creation of one (1) position of Human Resource Services Manager,

Mobile County Personnel Board Agenda
25 – 11TH Meeting of the Board
Tuesday, May 6, 2025 – 1:15p.m.

4. Amendment of Salary Grade 19 to Salary Grade 20 for the classification of Employee Relations Manager,
5. Amendment of the attached specification for the classification of Director of Finance and Business Intelligence to Director of Finance – MAWSS, in title and body,
6. Amendment of Salary Grade 26 to Salary Grade 25 for the classification of Director of Finance – MAWSS,
7. Adoption of the classification of Deputy Finance Director,
8. Adoption of Salary Grade 23 for the classification of Deputy Finance Director,
9. Creation of one (1) position of Deputy Finance Director,
10. Adoption of the classification of Fiscal Clerk I,
11. Adoption of Salary Grade 12 for the classification of Fiscal Clerk I,
12. Creation of three (3) positions of Fiscal Clerk I,
13. Adoption of the classification of Fiscal Clerk II,
14. Adoption of Salary Grade 14 for the classification of Fiscal Clerk II,
15. Creation of one (1) position of Fiscal Clerk II,
16. Reclassification of the following employees, as listed on the submitted documents, effective May 17, 2025:
 - a. Reclassification of one (1) employee from the classification of Comptroller to the classification of Director of Finance – MAWSS,
 - b. Reclassification of one (1) employee from the classification of Deputy Comptroller to the classification of Deputy Finance Director,
 - c. Reclassification of one (1) employee from the classification of Office Assistant II to the classification of Fiscal Clerk II,
 - d. Reclassification of three (3) employees from the classification of Office Assistant I to the classification of Fiscal Clerk I,
 - e. Reclassification of one (1) employee from the classification of Employee Benefits Manager to the classification of Human Resource Services Manager.

G. Satsuma Water and Sewer Board

Amendment of Salary Grade 22 to Salary Grade 24 for the classification of Water & Sewer Director – Satsuma.

H. Mobile Civil Service

The Director requests approval to declare the 2013 Chevy Tahoe as surplus property to be sold via online auction.

6. Board Member Announcements/Discussion
7. Adjournment