

**Mobile County Personnel Board Agenda  
26 – 3<sup>RD</sup> Session of the Board  
Tuesday, January 20, 2026 – 1:00p.m.  
Work Session**

Call to Order

Determination of a Quorum

Adoption of the Agenda

Work Session

1. Appeals

- A) Have the Board set a date for the appeal from dismissal filed by a former Office Assistant II with the Mobile County Revenue Commission. The proposed date is Tuesday, June 2, 2026, at 1:30 p.m.
- B) Have the Board set a date for the appeal from suspension filed by a Housing Specialist I with the Mobile Housing Authority. The proposed date is Tuesday, June 16, 2026, at 1:30 p.m.
- C) Reschedule the appeal from demotion filed by a Public Service Worker I with the Mobile Area Water and Sewer System. The proposed rescheduled date is Thursday, June 4, 2026, at 1:00 p.m.

2. Director's Report

3. Adjournment

**Mobile County Personnel Board Agenda**  
**26 – 4<sup>TH</sup> Meeting of the Board**  
**Tuesday, January 20, 2026 – 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. 26 – 1<sup>ST</sup> Work Session held January 6, 2026,

    B. 26 – 2<sup>ND</sup> Meeting held January 6, 2026.

3. Public Hearing Comments

4. Board Action Items Vote

    A. City of Mobile

        1. Reclassification under Rule 10.18 of B. Holston, Kennel Technician I, part-time to full-time, retroactively effective December 27, 2025,

        2. Transfer of D. Williams, Office Assistant II, full-time, to Community Resource Officer, part-time with no change in hourly rate of pay, effective at the beginning of the next pay period, January 24, 2026,

        3. Adoption of the classification of Employee Benefits Coordinator,

        4. Adoption of Salary Grade 18 for the classification of Employee Benefits Coordinator,

        5. Creation of one (1) position of Employee Benefits Coordinator for the Human Resources Department,

        6. Promotion under Rule 9.6 of one employee, as listed on the submitted documents, from the classification of Employee Benefits Specialist to the classification of Employee Benefits Coordinator, as the only eligible employee in the department, effective at the beginning of the next pay period, January 24, 2026.

    B. Mobile Civil Service

        1. Adoption of the classification of Executive Assistant,

        2. Adoption of Salary Grade 18 for the classification of Executive Assistant,

        3. Creation of one (1) position of Executive Assistant,

        4. Approval to blanket in the only employee, as listed on the submitted documents, with no change in pay, as an Executive Assistant, effective at the beginning of the next pay period, January 24, 2026,

**Mobile County Personnel Board Agenda**

**26 – 4<sup>TH</sup> Meeting of the Board**

**Tuesday, January 20, 2026 – 1:15p.m.**

5. Approval to grant a cost-of-living adjustment, as reflected in the submitted documents, for all Mobile Civil Service employees, excluding the Director, effective January 24, 2026,
6. Approval to establish the attached longevity policy, as reflected in the submitted documents, for all Mobile Civil Service Office employees, effective January 20, 2026.

5. Board Member Announcements/Discussion
6. Adjournment