

18-9<sup>TH</sup> Meeting of the Board  
Special Meeting and Public Hearing  
8:30 a.m., Tuesday, April 17, 2018

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

FINAL AGENDA

1. Public hearing for consideration of comments and suggestions concerning the request from the Mobile Area Water and Sewer System for the amendment of the attached specification for the classification of Customer Service Manager, in title and body, to Customer Operations Manager.
2. Have the Board set a date for a public hearing for consideration of comments and suggestions concerning the following request of the City of Mobile for reclassification under Rule 10.18 of Pamela Rooks, Community Resources Officer, part-time to permanent full-time.
3. Have the Board set a date for a public hearing for consideration of comments and suggestions concerning the following request of the Mobile Housing Board for the adoption of Salary Grade 9, \$2,330.56 - \$3,725.75, for the classification of Fiscal Clerk I.
4. Have the Board set a date for a public hearing for consideration of comments and suggestions concerning the following requests of the Water Works & Sewer Board of the City of Prichard:
  - (A) Adoption of the attached specification for the classification of Customer Service and Billing Supervisor,
  - (B) Adoption of Salary Grade 14, \$3,289.18 - \$5,258.25, for the classification of Customer Service & Billing Supervisor.
5. The Mobile County License Commission requests the reclassification of three (3) full-time positions of Office Assistant I (Salary Grade 9) and the following incumbents to the classification of Tag, Title, and License Specialist I, (Salary Grade 10). This request is a follow up component of the actions which were approved at the March 20, 2018 Personnel Board meeting. This action will result in an approximate 5% increase in pay for the incumbents.
  - (A) Ashley Anderson-Reed
  - (B) Dyrian Abrams
  - (C) Alycia Dunnigan
6. The Mobile County Commission requests approval for the creation of one (1) position of Programmer Analyst I, Salary Grade 17, for the County Administration Miscellaneous #2 Department.
7. The Director recommends approval of a request from the City of Mobile for the reclassification under Rule 4.4 of Terry Sexton, Firefighter, to Police Officer, effective at the beginning of the next pay period, April 28, 2018.

Fire investigations for the City of Mobile will be moving to the Mobile Police Department and the Mobile Fire Rescue Department will no longer perform law enforcement work related to fire investigations. Mr. Sexton is currently a sworn law enforcement officer and has been performing law enforcement duties as an Arson Investigator in the Fire Prevention Bureau for approximately four (4) years.

8. The Director reports approval of the following special merit increases:

- (A) 10% special merit increase for Larkisha Kidd, Office Assistant II with the Mobile County Sheriff's Office. Mrs. Kidd operates in the capacity of a secretary for Administrative Services, which includes Internal Affairs, Community Affairs, Training, Fleet Services, and Information Technology departments. She also routinely provides assistance to other Staff members outside of general units and duties, including In-House Legal Counsel and Chaplain services. Mrs. Kidd serves as the contact for discipline record inquiries for courts, attorneys, and other legal entities involving the daily operations of the Sheriff's Department and Metro Jail. In addition to her regular duties, she participates as the volunteer secretary for the Awards Committee and liaison for the Mobile United Way and many other events at the Sheriff's Office. Mrs. Kidd occupies many job-related and non-job-related responsibilities, and is deemed a valuable asset to the Mobile County Sheriff's Office.
- (B) 10% special merit increase for Heidi Robinson, Communications Officer with the City of Mobile Police Department. Ms. Robinson was promoted to Radio Communication Officer in May 2011 and received her instructor's certification from the Association of Public Safety Communications Officials International (APCO) for Public Safety Telecommunicator's Course and Communications Training (CTO) Course in January 2012. She received her Alabama Peace Officers Standard and Training Commission specialized instructor certificate to teach police communications to recruits in May 2016. Ms. Robinson was assigned as a Training Coordinator in October 2016. She has embraced her job responsibilities by continuously training not only her personnel, but other emergency agency personnel, police recruits, Citizens Academy participants, and Lifeline Counselors. She is knowledgeable in every aspect of her job position and more. Ms. Robinson continuously searches for solutions or ideas to provide better service to personnel, citizens of Mobile, and responders.
- (C) 10% special merit increase for Lorie Smith, Records Specialist with the City of Mobile Police Department. In January 2015, the department's Payroll Unit experienced a complete turnover of personnel due to retirement and unexpected resignations. At the same time, the department was restructuring due to Tyler software advances. Because of her work ethic, Mrs. Smith was identified to work in the Payroll Unit. Unfamiliar with payroll processes, she accepted the challenge and has proven to be a quick study. She not only performs her tasks, she has excelled in the position in her abilities to perform at an extremely high standard. In addition to her regular and routine responsibilities, Mrs. Smith is often tasked with providing the Planning Unit with various reports for analysis. She is an outstanding employee and has proven herself to be an invaluable asset to the Mobile Police Department.
- (D) 10% special merit increase for Leah Modelski, Records Specialist for the City of Mobile Police Department. Ms. Modelski serves in the capacity assigned to the Records Detail, performing similar duties to other Records Specialist up until the implementation of the Tyler RMS software in June 2016. She volunteered to assist with the implementation and immediately showed an aptitude for technical work. Ms. Modelski has played a crucial part in implementing the RMS system, supporting and assisting users, developing training, troubleshooting and correcting issues and bugs, and coordinating with off-site support to enhance and improve the software. With her exceptional work ethic, extensive knowledge of our RMS software, and the associated

SSRS reporting tool, she provides an invaluable service to the police department and the City of Mobile.

- (E) 10% special merit increase for Meosha Rayford, Family Intervention Team Specialist with the City of Mobile Police Department. Ms. Rayford has taken on additional duties while working with supervision to overhaul the delivery of services of the Office of Strategic Initiatives provide to the City of Mobile in reducing crime. Ms. Rayford continues to motivate herself and others by making a difference in the community.
- (F) 15% special merit increase for Tremain Dorsey, Police Officer with the City of Mobile Police Department, based upon the quality and quantity of work as indicated by service ratings and other measurements of performance determined by the department.
- (G) 15% special merit increase for Reshaun Perry, Police Officer with the City of Mobile Police Department, based upon the quality and quantity of work as indicated by service ratings and other measurements of performance determined by the department.
- (H) 5% special merit increase for David Thacker, System Support Specialist for the Mobile County Health Department. Mr. Thacker has worked tirelessly on the jurisdiction Athena project. In addition, he has made many positive changes in the program, and has been a crucial and valued employee in the continued success of jurisdictional strategic planning initiatives.
- (I) 12.5% special merit increase for Carlos Hawkins, Public Service Worker I with the Board of Water and Sewer Commissioners of the City of Saraland. Mr. Hawkins presents a positive work ethic, attitude, and accepts new duties and challenges, and exhibits willingness to go above and beyond completing duties outside the classification of a Public Service Worker I. Mr. Hawkins sets a great example for others to follow and offers leadership in supervising temporary laborers and working to help both water and sewer services within the jurisdiction.
- (J) 10% special merit increase for Lori Boyer, Library Associate I with the Mobile Public Library. Ms. Boyer successfully researched and implemented several new online research portals this past year enhancing the services provided to library patrons while saving the jurisdiction considerable funding. In addition, she has assumed the duties for the Library Office Manager while the position has been vacant and performed admirably. She also assists in other library departments when needed. Ms. Boyer consistently demonstrates herself to be an exceptional employee. Her work ethic and knowledge of web development and graphic design has been integral in providing citizens of Mobile and Mobile County access to library information online. Her efforts and leadership have strengthened the jurisdiction.

9. The Director reports receipt of a request from LaPortsia Nettles for a supplemental written examination for Property Appraiser I. Ms. Nettles was absent for the examination on Monday, April 16, 2018, due to being out of the country on previously scheduled travel on the date of the examination.

10. The Director reports receipt of a request from Natasha Irby for a supplemental written examination for Fiscal Clerk I. Ms. Irby will be absent for the examination on Friday, April, 20, 2018, due to attending and participating in her brother's wedding on the date of the examination.

11. The Director reports receipt of a request from Clay Cockrell for a supplemental written examination for Firefighter. Mr. Cockrell was absent for the examination on Thursday, March 15, 2018, due to failure to receive prior notification before the date of the examination.
  
12. The Director reports approval of the creation of the following jurisdictional positions:
  - (A) Creation of one (1) additional position of Human Resources Officer for the Mobile County Commission Administration Miscellaneous #2 Department,
  - (B) Creation of one (1) additional position of GIS Analyst II for the Mobile County Revenue Commission, Reappraisal Fund Budget, Department 31,
  - (C) Creation of one (1) additional position of Communications Officer for the City of Mobile Police Department,
  - (D) Creation of one (1) additional position of Principal Planner, supernumerary, for the City of Mobile Planning & Zoning Department,
  - (E) Creation of one (1) additional position of Secretary I for the City of Mobile Planning and Zoning Department,
  - (F) Creation of two (2) additional positions of Permit Technician for the City of Mobile Permitting Department,
  - (G) Creation of three (3) additional positions of Criminal Investigative Analyst for the City of Mobile Police Department,
  - (H) Creation of one (1) additional position of Fiscal Officer I for the City of Mobile Police Department,
  - (I) Creation of one (1) position of Paralegal I for the City of Mobile Police Department,
  - (J) Creation of one (1) additional position of Public Safety Captain from the City of Chickasaw,
  - (K) Creation of two (2) additional positions of Police Captain for the City of Saraland,
  - (L) Creation of one (1) additional position of Cooperative Education Student for the Mobile Area Water and Sewer System,
  - (M) Creation of one (1) additional position of Treatment Plant Operator II, part-time, for the Utilities Board of the City of Bayou La Batre.
  - (N) Creation of one (1) additional full-time position of Tag, Title, and License Specialist I, Salary Grade 10.
  - (O) Creation of three (3) additional full-time positions of Tag, Title, and License Specialist II, Salary Grade 11.

13. Have the Board ratify its approval of the request for continuances:
  - (A) Continuances filed by Thomas Loper, Attorney for Ms. Merriweather, and L. Daniel Mims, Attorney for the City of Creola, to postpone the appeal hearing from dismissal for Angelique Merriweather that was previously scheduled for April 12, 2018, and reschedule the hearing.
  - (B) Continuance filed by Edward L. D. Smith, Attorney for Mr. Roberts, to postpone the appeal hearing from suspension for Dannie Roberts that is currently scheduled for April 24, 2018, and reschedule the hearing.
14. Have the Board set a date for a public hearing concerning the following appeals:
  - (A) Appeal from dismissal filed by David Larison, former Public Service Worker I with the Water Works and Sewer Board of the City of Prichard,
  - (B) Appeal from dismissal filed by Jason Fraley, former Police Corporal with the City of Mobile Police Department.
15. The Director recommends that the Order of the Board concerning Larry Toland be spread fully upon the minutes.
16. Comments from the Director.
17. Business items from Board Members.