

19-1<sup>ST</sup> Meeting of the Board  
Regular Meeting and Public Hearing  
8:30 a.m., Thursday, January 3, 2019

(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 County Sheriff's Office for the amendment of the attached specification for the classification of Deputy Sheriff.
2. Public hearing for consideration of comments and suggestions concerning the following requests from the City of Mobile:
  - (A) Adoption of the attached specification for the classification of Property and Evidence Coordinator,
  - (B) Adoption of Salary Grade 13, \$2,639.95 - \$4,220.36, for the classification of Property and Evidence Coordinator.
3. If Item Two is approved, the City of Mobile requests the creation of one (1) position of Property and Evidence Coordinator for the Mobile Police Department.
4. Public hearing for consideration of comments and suggestions concerning the following requests from the Mobile County Health Department:
  - (A) Adoption of the attached specification for the classification of Fetal and Infant Mortality Program Review Coordinator,
  - (B) Adoption of Salary Grade 18, \$3,634.88 - \$5,810.89 for the classification of Fetal and Infant Mortality Program Review Coordinator.
5. If Item Four is approved, the Mobile County Health Department requests the creation of one (1) position of Fetal and Infant Mortality Program Review Coordinator.
6. Public hearing for consideration of comments and suggestions concerning the request from the Mobile Housing Board for the adoption of Salary Grade 19, \$3,818.89 - \$6,105.07, for the classification of Network Coordinator.
7. If Item Six is approved, the Mobile Housing Board requests the creation of one (1) position of Network Coordinator.
8. Public hearing for consideration of comments and suggestions concerning the request from the Mobile County Personnel Department for the amendment of the attached specification for the classification of Administrative Operations and Records Manager – Personnel, in title and body, to Personnel Assessment Manager.

9. Have the Board set a date for a public hearing for consideration of comments and suggestions concerning the request from the Mobile Area Water and Sewer System for the adoption of Salary Grade 16, \$3,544.13 - \$5,665.82, for the classification of Electrician II.
  
10. The Director reports receipt of the following letters in reference to requests for supplemental written examinations:
  - (A) Receipt of a letter from Travis Sanders for a supplemental written examination for Treatment Plant Operator Trainee. Mr. Sanders states he was absent for the examination on Friday, December 14, 2018, due to missing the test date of the scheduled examination.
  
  - (B) Receipt of a letter from Tasha Riley for a supplemental written examination for Treatment Plant Operator Trainee. Ms. Riley states she was absent for the examination on Friday, December 14, 2018, due to a death in the family.
  
  - (C) Receipt of a letter from Kimberly Jones for a supplemental written examination for Fingerprint Examiner. Ms. Jones states she was absent for the examination on Tuesday, December 18, 2018, due to being ill on the date of the examination.
  
11. The Director reports approval of the following jurisdictional special merit increases:
  - (A) 5% special merit increase for Adam Bourne, Deputy License Commissioner for the Mobile County License Commission. Mr. Bourne oversees the daily operations of the License Commission and plays an integral part in large projects to make the operation more efficient. Mr. Bourne continues to find additional ways to enhance the overall operation, while working within budgetary guidelines.
  
  - (B) 5% special merit increase for Willie Mae Borage, Revenue License Officer with the Mobile County License Commission. Ms. Borage displays confidence in dealing with both customers and her employees and she has learned both the Sales Tax and Business License laws, in addition to regulations concerning automobile and mobile home registrations. Ms. Borage is willing to take on any challenge, and is thorough in her research and follow-through to a successful conclusion for various situations.
  
  - (C) 5% special merit increase for Loretta Ervin, Assistant Chief Clerk with the Mobile County License Commission. Ms. Ervin's vast knowledge enables her to assist both employees and the administration with any type of situation which may arise. She consistently takes on additional tasks to ensure the office runs smoothly and will take on any hurdle to assist the employees and customers. Her working knowledge, dependability, and work ethic make her a great asset to the License Commission.

- (D) 15% special merit increase for Sheila Jackson, Office Assistant I with the City of Prichard City Clerk's Office. Ms. Jackson is the senior employee in her office and serves as a great support to the Mayor. She continually goes above and beyond to ensure accuracy regarding employee information. Her eagerness and dedication have proven to be valuable assets to the City of Prichard.

12. The Director reports approval for the creation of the following jurisdictional positions:

- (A) Creation of twelve (12) additional positions of Corrections Officer, part-time, for the Mobile County Sheriff's Office,
- (B) Creation of twelve (12) additional positions of Corrections Officer, supernumerary, for the Mobile County Sheriff's Office,
- (C) Creation of one (1) additional position of Treatment Plant Operator III, part-time, temporary, for the Mobile Area Water and Sewer System,
- (D) Creation of one (1) position of Tag, Title, and License Specialist I, supernumerary for the Mobile County License Commission.

13. The Director recommends that the Order of the Board concerning Joe Dixon, Jr. be spread fully upon the minutes.

14. Have the Board set a date for a public hearing concerning the appeal from dismissal filed by Patrick Thomas, former Public Service Worker I with the Mobile County Administration – Chickasabogue Park Department.

15. Approval of the following meeting and hearing minutes of the Board:

- (A) 18-25<sup>TH</sup> meeting held December 18, 2018,
- (B) 18-29<sup>TH</sup> hearing held December 18, 2018.

16. Comments from the Director.

17. Business items from Board Members.