



February 15, 2010

The Personnel Board was called to order by Jerry Nolen, Human Resources Director in a meeting held, Friday, February 12, 2010 at 8:00AM in the Conference Room at Pelham City Hall for the quarterly meeting of the Personnel Board.

Present were Board members Jim Collins, and Mark Delk; also present were Jerry Nolen, Human Resources Director; and Janis Parks, Administrative Assistant.

Discussions began with Jerry Nolen advising the Board of a request from Battalion Chief Danny Endress requesting a confirmation on his anniversary date. A letter to the Personnel Board was prepared by Jerry Nolen and available as a handout. A copy is included in these minutes.

During the discussion it was learned that the changes in assignments for Battalion Chief Endress resulted in a new job anniversary date, of which would be used as the anniversary date for any performance/evaluation and/or merit increases. Mr. Delk proposed that the anniversary date be granted as the date Battalion Chief Endress entered the job classification of Battalion Chief whether by promotion, demotion, job transfer, or reassignment of duties. Therefore, Mr. Nolen requested a vote and all affirmed that the anniversary date be identified as March 6, 2009 and that Battalion Chief Endress would be eligible the next merit increase.

The Personnel Board also requested a procedural clarification on any performance appraisals, or merit increases be awarded on the anniversary of the new job date, whether it is a promotion, demotion, job transfer, or reassignment of duties. The Personnel Board will review the update prior to being distributed to Department Heads and Supervisors.

The next quarterly meeting for the Personnel Board will be held on Friday, June 25, 2010 at 8:00AM in the Conference Room at Pelham City Hall.

With no other discussion or items brought forth, the Personnel Board concluded the meeting and adjourned at 8:50AM.