



Personnel Board

June 20, 2013

The Personnel Board was called to order by Janis Parks, Human Resources Director, in a meeting held, Wednesday, June 20, 2103 at 5:00 PM in the Conference Room at Pelham City Hall.

Present were Board members, Jim Collins, Greg Darnell, and Bobby Hayes was added via conference call.

The first order of business for the Board was to set a hearing date for employee Chris Curtis for his termination appeal. This will be set for Thursday, July 11, 2013 for 5:30PM.

The classification for Computer Support Tech was discussed to review salary ranges. Mr. Hayes requested to wait until Rick Hayes arrived to discuss further.

A question was asked if the Building Officials were to report to Dewitt (Fire Marshall). Mayor Waters advised it was working just fine for now.

A question was raised by Mr. Hayes about the School Resource Officers being included as a Specialty Unit. Mr. Hayes recommendation was not to include. Also for Police classification, to allow an entry level at Step 2 with a Criminal Justice degree. Have Mayor and Council agree on the step.

Mayor Waters would like to know what other cities are using Education Incentive.

Each department was reviewed to determine if a Step 11 and Step 12 were needed for education; Board determined none.

Mr. Rick Hayes arrived to provide input on the Computer Tech position with suggested salary range. The Board accepted the updated job description. This was the last job discussion for the pay plan to be complete.

As per Civil Service Rule, the department heads need to review prior to the Mayor presenting to Council. The Board discussed next meeting date for Thursday, July 11th at 5:00PM. It was requested that the Council have the pay plan documents and supporting comp data by July 9th.

Mr. Hayes made a motion to adjourn with a second by Mr. Collins and the meeting adjourned at 6:24PM.