



Personnel Board

December 6, 2013

The Personnel Board was called to order by Janis Parks, Human Resources Director, in a meeting held, Wednesday, December 4, 2013 at 5:00PM in the Conference Room at Pelham City Hall.

Present were Board members, Jim Collins, Greg Darnell, and Bobby Hayes. Also present were Mayor Gary Waters and Butch Byrd.

Business before the Board was to review a generic job description for Laborer workers throughout the organizations. Prior to that discussion, both Mayor Waters and Butch Byrd requested to address the Council. The Board recognized Butch Byrd.

Mr. Byrd requested consideration from the Board to address the Assistant Golf Pro salary in the classification pay plan. New salary and benefits data from the National Golf Course Owners Association (NGCOA) indicate that the salary range for this position is now at a beginning salary of around \$30,000. The City has had a job announcement for an Assistant Golf Pro with no results of applications submitted. The current classification pay plan identifies this position at Step 1 of \$26,000.00 to Step 10 of \$33,924.10. However, Step 6 is \$30,141.13 which is comparable to the new NGCOA data and the Board recommended Butch use that salary with the Mayor's approval. A new job announcement will be posted on the City's website with the new salary amount and a new date for submitting applications.

The Board then recognized Mayor Waters. The Mayor expressed his appreciation for the Board's decision and recommendation of the job classification for the Courier/Security position. There was a different salary included in the 2014 budget which did not reflect what the Board had recommended. After discussion, the Board agreed to address the need in the next year's budget and determine if the position is still required. The Board agreed to acknowledge the change in salary.

Mayor Waters also requested if the Board would agree to begin a dialogue in addressing changes and updates to the Civil Service Law. Participants should include Council representation, along with the Board. Mr. Collins also requested that Department Heads be notified of the meetings and to provide any information or input. After some discussion, future meeting dates will be determined.

Greg Darnell made a motion to move to Executive Session for the purpose of discussing pending legal matters, a second was made by Mr. Hayes, all voted affirmative and the Board acknowledged reconvening at 6:30PM.

The Board reconvened at 6:30PM from Executive Session. The discussion of the generic Laborer position was postponed until the next meeting. Also, Mr. Hayes requested that the salary for the three positions at the Complex be reviewed concerning discrepancy in pay. This will be investigated and updated status will be made to the Board.

The next meeting is tentatively scheduled for Wednesday, January 8, 2014. Notices will be provided to the Board accordingly.

With no other business to come before the Board, Mr. Hayes made a motion to adjourn, Mr. Darnell seconded, all approved and the meeting was adjourned at 6:40PM.