



Personnel Board

April 25, 2014

The Personnel Board was called to order by Janis Parks, Human Resources Director, in a meeting held, Wednesday, April 23, 2014 at 5:05PM in the Conference Room at Pelham City Hall.

Present were Board members, Jim Collins, Greg Darnell, and Bobby Hayes. Also attending, Mayor Gary Waters and Rick Hayes.

Business before the Board was to continue review of the Civil Service Law and provide suggested changes and/or updates. Rick Hayes requested to address the Board concerning the request of the Dispatcher position by the Police department. While there is no additional classification required, only the additional personnel for the Council to approve funding. A motion was made by Greg Darnell to approve the Mayor's recommendation for funding the additional dispatcher position, Jim Collins seconded and the vote was unanimous. Ms. Parks will prepare a letter from the Personnel Board to the Council advising of this action. Also the City Clerk will be advised of the upcoming Resolution and it was requested that it be prepared for the May 12, 2014 Council meeting.

Discussion by the Board began with Rule 3 of the Civil Service Law. Suggested changes throughout the rule was to add 'department head' in those rules that was only limited to the Human Resources Director. This will give added support and input for required criteria for job announcements, qualifications, examinations, that the department heads may or may not have had input before.

Rule 4 consisted of the same discussion for including the 'department head' in some of the rules.

At 6:10PM the Board requested a recess; the Board was called to order at 6:19PM

Rule 4.8 concerning Department Head vacancies will be discussed at a later date. Also a request was made to discuss 'acting' titles or classifications in those situations when a lower classification may assume a supervisor role for a period of time.

The next Board meeting will be held on Wednesday, May 14, 2014 at 5:00PM in the Conference Room at City Hall.

With no other business to come before the Board, Mr. Darnell made a motion to adjourn, Mr. Hayes seconded, all approved and the meeting was adjourned at 7:02PM.