



May 29, 2015

The Personnel Board was called to order by Janis Parks, Human Resources Director, in a meeting held, Wednesday at 5:15PM 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.

The purpose of the meeting was to vote on the Promulgated Rule introduced to the Board from the meeting on May 20, 2015. Bobby Hayes read the Promulgated Rule for Sick Leave accruals for 24 hour personnel. Mr. Hayes made a motion for the Rule to be adopted; Jim Collins seconded. All members of the Board voted unanimous.

An update to the Civil Service Law included notice that it had passed the House and the Senate Committee. It would then be voted by the Senate. As soon as the Governor has signed, the updated Handbooks can be distributed. A copy will also be added to the City of Pelham website.

Bobby Hayes addressed a concern for an employee at Ballantrae Golf for classification pay. The issue concerns a prior representation to the employee of a certain pay however, the updates to the Pay Plan in August 2013 had not addressed the issue. While the Ballantrae salary budget can handle an increase, Jim Collins stated that an employee should not exceed the approved step levels of the classification. Those should be addressed to the Personnel Board with a proposed revision to the classification pay.

The Board recognized Danny Ray, Fire Chief to speak. Chief Ray discussed adding to his budget an employee from the Garage for the specific duties of maintenance of the fire engines, in that he was the only certified mechanic.

Further discussion of the pay plan indicated that it would be advantageous at this point prior to presenting the FY2016 budget to review the pay plan. The comparisons of the same cities can be used to identify any updates, etc. It was agreed to have this information to the Board at the end of July 2015.

With no other items to come before the Board, Bobby Hayes made a motion to adjourn; seconded by Greg Darnell. All Board members voted to adjourn at 5:44PM.

PROMULGATED RULE
CITY OF PELHAM, ALABAMA CIVIL SERVICE LAW

TITLE; COMPUTATION OF SICK LEAVE FOR 24 HOUR PERSONNEL

The following rule is hereby promulgated by the Personnel Board of the City of Pelham, Alabama to be established as standard operating procedure immediately upon its passage by the Board.

24-hour personnel holding a regular position shall earn sick leave at the rate of 10.6 hours for each month of service. Sick leave earned during the calendar year but not used may be accumulated up to a maximum of 480 hours. Sick leave earned in excess of the maximum shall be held in a special reserve and be granted as a supplementary sick leave in accordance with this act.

DATE INTRODUCED May 20, 2015

DATE VOTED

Jim Collie

Bobby Hayes

EG DARNEN

5-27-15

5-27-15

5/27/15