



February 29, 2016

The Personnel Board was called to order by Janis Parks, Human Resources Director in a meeting held, Wednesday February 24, 2016 at 5:28PM in the Conference Room at Pelham City Hall.

Present were Board members, Jim Collins, Greg Darnell and Bobby Hayes. Also present were Rick Hayes and Mayor Gary Waters. Other department heads and employees were also in attendance.

Mr. Hayes opened with a motion to adopt the Promulgated Rule to define the candidacy qualifications for the employee representative on the Personnel Board. Greg Darnell seconded and the motion passed by all in favor. A copy of the signed Promulgated Rule is attached to these minutes.

Status was provided by Ms. Parks to the Board concerning the pending Education Incentive Pay Resolutions. Mr. Josh Arnold from the attorney's office had advised that the draft Resolution as presented is good. A motion was made by Greg Darnell to accept the recommendation of the repeal actions, seconded by Jim Collins, all Board members affirmed. A copy of the draft will be attached to the minutes.

Chief Danny Ray and Deputy Chief Blair Sides were recognized to present a job description and proposed pay plan for the Mechanic working or assigned to the fire trucks. Discussion included clarification of training budgets, certain certifications required and additional input on why this one mechanic salary was being included in the Fire department budget. It was determined that this request for the change in description and pay would be addressed at a later date.

Mr. Rick Hayes presented information for discussion on how best to roll out the pay plan changes that would be fair to all employees. Greg Darnell made a motion to approve the pay plan, seconded by Jim Collins and all voted affirmed. The Pay Plan will be presented by the Board to the Mayor and Council. The Council will then determine the adopted date of the new pay plan.

The Board requires that minutes be email and the Board will approve minutes at the next regularly scheduled meeting.

The next meeting is not scheduled at this time. A motion was made to adjourn by Greg Darnell and seconded by Bobby Hayes to move into Executive Session. Requested to attend in the Executive session were all Board members and Mr. Rick Hayes.

The Board reconvened from Executive Session and adjourned at 8:10PM