

**JEFFERSON COUNTY COMMISSION
DRAFT**

DATE: February 22, 2011

TIME: _____

I. ROLL CALL

II. INVOCATION

Brother Eddie Bolen - Morgan United Methodist Church

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

February 8, 2011

V. PUBLIC HEARING

Beverage Case: B-2010-012 Harris & Smith Enterprise, Inc.; Tina Smith, applicant; d/b/a Time Out Sports Bar & Grill, located at 10110 Camp Oliver Road, Adger for an on-premise Lounge Retail Liquor License.

VI. RESOLUTIONS

Commissioner Bowman

(Per County Attorney, no action by the Commission is necessary regarding extension of Morris & Dickson Pharmaceutical Company's purchase order nor on General Services continuing to provide burial services to the indigent)

Cooper Green Mercy Hospital

1. Resolution authorizing execution of an agreement with Picis, Inc. to provide annual maintenance and support for HL-interface with Meditech system for MedMinded AHQI Blue Cross for a period of October 1, 2010 - September 30, 2011 in the amount of \$24,083.00 (available budget \$24,083.00).
 2. Resolution authorizing execution of an agreement with Redline Partnership LTD to provide warehouse space located at 1512 2nd Avenue South in the amount of \$38,496.00 annually (available budget \$40,950.00).
 3. Resolution authorizing execution of an agreement with IPEC (Influencing to Provoke Empowerment for Change) - Patient Care Technician Department to provide clinical experience to students at no cost.
 4. Resolution authorizing execution of an agreement with IPEC (Influencing to Provoke Empowerment for Change) - Phlebotomy Department to provide clinical experience to students at no cost.
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Commissioner Brown

5. Resolution regarding the Commute Smart program.

Community and Economic Development

6. Resolution authorizing the Finance Department to move CDBG funds in the amount of \$293,890.22 from the CDBG Revolving Loan Fund into the Non-Revolving CDBG Fund in accordance with HUD regulations.
7. Resolution authorizing application for the 2011 State Emergency Shelter Grant Program to continue providing services to homeless individuals and families in Jefferson County.
8. Resolution authorizing the Treasurer to return \$36,207.82 of interest earned on CDBG Revolving Loan Fund accounts to HUD and to transfer said amount to the Treasurer's Operating Account.
9. Resolution authorizing the Commission President to sign the Certification and Closeout documents for Program Year 2009 and Program Year 2010 State Emergency Shelter Grants.
10. Resolution authorizing the Finance Director to make payments to landlords in accordance with an executed lease agreement on behalf of eligible HPRP residents for rental assistance (Funds source 100% HPRP).

Roads and Transportation

11. Resolution retiring County Unit A994202 and placing County Unit A005702 back into service to be used by the Jefferson Rehabilitation and Health Center.
12. Resolution retiring County Unit A011595 and placing County Unit A005703 back into service to be used by the Fleet Management Central Shop.
13. Resolution retiring County Unit A001567 and placing County Unit A005704 back into service for use by the Fleet Management Central Shop.
14. Resolution authorizing an increase in the County Fleet by providing one (1) unit for use by the Environmental Services Department (Pump Station Operations).
15. Resolution to temporarily suspend the purchase of rolling stock for the County.
16. Requests from various utility companies to locate their facilities on Jefferson County rights-of-way: Birmingham Water Works, Utility Lines Construction, AT&T and Warrior River Water Authority.
17. Resolution authorizing execution of an agreement with ALDOT for resurfacing of various eligible streets and roads in Jefferson County. The project is funded 80% federal and 20% reimbursed by participating municipalities for preliminary engineering.
18. Resolution authorizing execution of an agreement with ALDOT for resurfacing of various eligible streets and roads in Jefferson County. The project is funded 80% federal and 20% reimbursed by participating municipalities for construction.

19. Resolution for payment of cost bill in condemnation matter Jefferson County v. Regions Bank, et al. for the Morgan Road Widening Project in the amount of \$102,136.20.

Commissioner Carrington

Human Resources

20. Resolution authorizing execution of an agreement with Blue Cross Blue Shield of Alabama for administration of the County’s self-insured insurance plan at a cost of \$30.90 per contract/per month (cost - \$1,400,000/budget available - \$1,500,000).
21. Resolution to approve request from John Pocus to waive the ninety-day requirement for sick leave conversion.
22. Request for Certifications:

General Fund

- | | |
|---|-------------|
| (1) Administrative Assistant IV – Family Court | Replacement |
| (1) Asst. Hwy Dist. Maintenance Const Superintendent –Roads & Trans | Replacement |
| (1) Housekeeping Assistant–General Services | Replacement |

General Fund – Grant Reimbursement

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|---|------|
| (1) Senior Administrative Analyst – Community & Economic Dev
This position is 100% state funded. | Fill |
|---|------|

General Fund – State Reimbursement/Mapping & Appraisal Section

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| (1) GIS Technician I – Bessemer Tax Assessor's Office
This position is 100% state funded. | Fill |
| (1) GIS Technician II – Bessemer Tax Assessor's Office | Replacement |

Cooper Green Mercy Hospital Fund

These positions are all Non-General Fund positions

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|--|-------------|
| (1) Staff Nurse – Cooper Green Mercy Hospital | Replacement |
| (1) Staff Nurse – Cooper Green Mercy Hospital | Replacement |
| (1) Staff Nurse – Cooper Green Mercy Hospital | Replacement |
| (2) Staff Nurses – Cooper Green Mercy Hospital | Replacement |
| (1) Staff Nurse – Cooper Green Mercy Hospital | Replacement |
| (1) Staff Nurse – Cooper Green Mercy Hospital | Replacement |
| (1) Staff Nurse – Cooper Green Mercy Hospital | Replacement |
| (1) Staff Nurse – Cooper Green Mercy Hospital | Replacement |
| (1) Staff Nurse – Cooper Green Mercy Hospital | Replacement |
| (2) Staff Nurse/Baylor – Cooper Green Mercy Hospital | Replacement |
| (1) Flexipool Staff Nurse – Cooper Green Mercy Hospital | Replacement |
| (1) Nurse Manager – Cooper Green Mercy Hospital | Replacement |
| (1) Charge Nurse – Cooper Green Mercy Hospital | Replacement |
| (1) Charge Nurse – Cooper Green Mercy Hospital | Replacement |
| (1) LPN – Cooper Green Mercy Hospital | Replacement |
| (1) LPN – Cooper Green Mercy Hospital | Replacement |
| (1) LPN – Cooper Green Mercy Hospital | Replacement |
| (1) Senior Social Worker – Cooper Green Mercy Hospital
(100% grant funded position) | Replacement |
| (2) Diagnostic Imaging Techs (PT) – Cooper Green Mercy Hospital | Replacement |
| (1) Physical Therapy Assistant – Cooper Green Mercy Hospital | Replacement |

(1) Housekeeping Assistant – Cooper Green Mercy Hospital	Replacement
(1) Housekeeping Assistant – Cooper Green Mercy Hospital	Replacement
(2) Housekeeping Assistants – Cooper Green Mercy Hospital	Replacement
(1) Medical Clerk – Cooper Green Mercy Hospital	Replacement
(1) Medical Clerk – Cooper Green Mercy Hospital	Replacement
(1) Medical Clerk – Cooper Green Mercy Hospital	Replacement
(1) Administrative Assistant III – Cooper Green Mercy Hospital	Fill
(1) PC/Network Technician – Cooper Green Mercy Hospital	Fill
(2) User Support Specialists – Cooper Green Mercy Hospital	Fill
(1) Nurse Supervisor – Cooper Green Mercy Hospital	Fill
(1) Housekeeping Assistant – Cooper Green Mercy Hospital	Fill

Environmental Services

23. Resolutions to approve request from the following to waive the ninety-day requirement for sick leave conversion: (a) Donald Lovell (b) Linda S. Cook

Commissioner Knight

24. Resolution promoting Asian arts and culture and declaring April, 2011 as Asian Arts and Culture Appreciation Month.

Land Planning & Development Services

25. Beverage Case: B-2010-015 Karim 05 Inc., Mithani Nargis & Qamruddin Sagani, applicants, d/b/a Mount Olive Grocery Store, located at 3340 Mount Olive Road, Mt. Olive for an off-premise retail beer and wine license.

District Attorney - Birmingham

26. Resolution authorizing execution of an agreement and an amendment to the agreement with Julie McMakin, Deputy District Attorneys to forward County compensation/benefits to the Office of Prosecution Services.

Commissioner Stephens

Finance

27. Approval of the Unusual Demands report.
28. Request to remove equipment from fixed assets.
29. Resolution authorizing execution of the Asset Purchase and Deposit Escrow Agreements with Noland Health Services and other documents necessary to complete the due diligence period. Following completion of the due diligence period, the President is authorized to execute the documents necessary to close the sale of the Jefferson Rehabilitation and Health Center, provided there are no material changes to the terms of the sale set forth in the Asset Purchase Agreement.

30. Resolution authorizing execution of an amendment to the agreement with Jefferson County Board of Education - Clay Elementary School to amend terms of agreement only.
31. Resolution authorizing execution of an amendment to the agreement with Jefferson County Board of Education - McAdory High School to amend terms of agreement only.
32. Resolution authorizing execution of an agreement with Warren, Averett, Kimbrough & Marino, LLC to provide accounting services in the amount of \$50,000 (available budget-\$413,031/remaining budget-\$363,031).
33. Resolution authorizing execution of an agreement with Warren, Averett, Kimbrough & Marino, LLC to provide auditing services for Education Tax Proceeds Receipts and Disbursement for the year ended September, 30, 2010 in the amount of \$50,000 (available budget-\$50,000/remaining budget-\$0).

Budget Management Office

34. Approval of Staff Development report.

Multiple Staff Development

Tax Assessor - 2 participants -			
Linda Wyman		Auburn, Alabama	\$285.60
Daniel McAlpine		Property Tax Certification Exam March 16-18, 2011	\$285.60
Personnel Board - 2 participants (For Information Only)			
Tiffany Owens		Tuscaloosa, Alabama	\$262.50
Raymond Goosby		Career Fair - University of Alabama February 16, 2011	\$262.60
Personnel Board - 2 participants (For Information Only)			
Tiffany Owens		Auburn, Alabama	\$250.00
Raymond Goolsby		Career Fair - Auburn University February 10, 2011	\$250.00

Individual Staff Development

James A. Stephens	Commission	Prattville, Alabama	\$209.86
		ALGTI: Open Meetings Law & Media Relations February 3-4, 2011	
James A. Stephens	Commission	New York, New York	\$878.17
		Meeting with Investors January 27-28, 2011	
W. David Carrington	Commission	New York, New York	\$867.67
		Sewer Debt Creditor Meeting January 27-28, 2011	
Horace Walker	EMA	Emmitsburg, Maryland	\$408.12
		E:340 Radiological Emergency Preparedness Program & Planning - February 27 - March 4, 2011	
Nichalaus Sims	Land Dev	Charlotte, North Carolina	\$345.09
		10 th Annual New Partners for Smart Growth Conference - February 3-5, 2011	
Bruce Thompson	Revenue	Shreveport,, LA & Longview, TX	\$1,645.00
		Audit Cocina Superior LLC & Cajun Steamer	

Edgar Woodis	Revenue	Venture LLC - March 5-12, 2011 Atlanta, GA	\$1,186.03
Brandy Daniels	Sheriff Office	Audit Cypress Communications & Bunzl Distribution S.E. - March 27 - April 1, 2011 Birmingham, AL	\$150.00
Tiffany Owens	Personnel Board	Evidence Training Program March 28 - May 20, 2011 Birmingham, AL	\$200.00
Tiffany Owens	Personnel Board	2011 UAB Spring Job & Internship Fair February 17, 2011 - (For Information Only) Huntsville, AL	\$250.00
		North Alabama Connection Professional Employment Day - February 23, 2011 - (For Information Only)	

35. Approval of Budget Transaction report.

A. POSITION CHANGES AND/OR REQUIRING NEW APPROPRIATION

1. Community and Economic Development \$0
Add 1 Sr Administrative Analyst (Gr. 24); Delete 1 Human Resource Planner (Gr. 21). Annual difference \$7,178. Position is federally funded by annual WIA grant and will be eliminated in the event federal funds are stopped.
2. Cooper Green Mercy Hospital \$129,592.00
Add 1 PC/Network Technician (Gr. 23) and 2 User Support Specialist (Gr. 27), Annual increase \$198,897; Department is shifting \$129,592 from operating accounts to salaries to cover increase for remainder of this fiscal year.
3. Cooper Green Mercy Hospital \$0
Add 1 Administrative Assistant III (Gr. 16), 1 Nursing Supervisor (Gr. 27), 1 Housekeeping Assistant (Gr. 5); Delete 1 Financial Counselor (Gr. 16), 1 Case Manager RN (Gr. 27), and 1 Special Care Unit Aide (Gr. 6); Annual Savings \$1,164; Special Care Unit Aide class has been eliminated by the Personnel Board.
4. EMA \$85,349.26
Draw down on EMA funds to re-establish (Add) 1 Deputy Emergency Management Coordinator (Gr. 25).

B. OTHER BUDGET TRANSACTIONS

5. General Services \$55,970.00
Add purchasing memorandum to purchase rooftop air condition units.
6. Cooper Green Hospital \$6,275.00
Shift funds & add purchasing memorandum to purchase an ice maker.
7. Cooper Green Hospital \$13,965.00
Add purchasing memorandum to purchase an EEG Machine (approved on Health & General Services Committee Agenda 2/1/11).

C. FOR INFORMATION ONLY

Personnel Board \$136,321.80

Add 1 Manager Human Resources Information and Technology (Gr. 38) & Delete 1 Senior Assessment & Development Specialist (Gr. 34).

Purchasing

36. Approval of Purchasing Minutes for week of 1/27/11 - 2/2/11 and 2/3/11 - 2/9/11.

Revenue

37. Resolution to establish alcohol licensing fees for FY2011-2012.

Information Technology

38. Resolution authorizing execution of an agreement with GHA Technology, Inc. to provide annual maintenance for Solarwinds network monitoring and management tools for the period January 1, 2011 - December 31, 2011 in the amount of \$5,359 (remaining budget \$1,641).
39. Resolution authorizing execution of Amendment No. 1 to the agreement with Environmental Systems Research Institute (ESRI) to provide maintenance and support for ARC/GIS and ARC/INFO technology software for the period October 1, 2010 - September 30, 2011 in the amount of \$141,474.66 (remaining budget-18,536.85).
40. Resolution authorizing execution of an agreement with Business Systems & Consultants to provide annual maintenance for Bell & Howard scanners for the period October 1, 2010 - September 30, 2011 in the amount of \$5,190 (remaining budget-\$37,425).

Sheriff's Office

41. Resolution acknowledging an amendment to the agreement with City of Center Point to provide enhanced law enforcement services through September 30, 2011. This is a revenue generating agreement in the amount of \$354,035.16.
42. Resolution acknowledging an amendment to the agreement with City of Pinson to provide enhanced law enforcement services through November 30, 2011. This is a revenue generating agreement in the amount of \$169,945.13.
43. Resolution acknowledging an amendment to the agreement with City of Clay to provide enhanced law enforcement services through September 30, 2011. This is a revenue generating agreement in the amount of \$84,972.60.

County Attorney

44. Resolution to settle the vehicle damage claim of Jerry Brown in the amount of \$296.90.
45. Resolution to accept \$8,514.40 in full settlement of the lawsuit styled Cadillac Jack, Inc. v. Jefferson County, Alabama, et al.

46. Resolution to approve the extension of the month-to-month animal control agreement with Birmingham Jefferson County Animal Control Services, Inc. an additional thirty days.
 47. Resolution to approve payment for repairs of HVAC system in the Isolation Kennel at the Birmingham Jefferson County Animal Control Services facility in the amount of \$958.79 - to be paid from the Animal Escrow Account (account balance approx. \$160,000).
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VII. NEW BUSINESS