

FINANCE AND INFORMATION TECHNOLOGY COMMITTEE
Chairman – Commissioner Stephens

FINANCE

Mr. George Tablack, CFO

- 1. Unusual Demand Report dated 2/14/2013
- 2. *Fixed Asset Transactions – Commission approval is required for Fixed Asset disposals and transfers.*

Disposals (Board of Equalization)

971684	Canon NP4050	Obsolete
990728	Dell 2300	Obsolete
140000001965	HP 1055 CM Plus Map Plotter	Obsolete

REVENUE

Mr. Travis Hulsey

No items submitted.

PURCHASING

Mr. Michael Matthews

- 3. Purchasing Department Reports:
 - A. Week of 01/22/13 – 01/28/13
 - B. Week of 01/29/13 – 02/04/13
- 4. Purchasing Exception Reports:
 - A. Week of 01/22/13 – 01/28/13
 - B. Week of 01/29/13 – 02/04/13
- 5. Encumbrance Reports:
 - A. Week of 01/22/13 – 01/28/13
 - B. Week of 01/29/13 – 02/04/13
- 6. **Critical Needs**
The Finance Department – Purchasing (General Fund) has initiated the following certifications:

(2) Principal Buyers Replacement

The Principal Buyer position is a grade 23 and the department is requesting to fill one position at step 5 and the other position at step 6. Also, per your request, please find below the estimated salary information concerning the positions:

Grade 23/Step 5 \$51,084.80 annually and approximately \$67,339.98 annually with benefits *

Grade 23/Step 6 \$53,643.20 annually and approximately \$70,712.47 annually with benefits *

*Indicates the salary is subject to change depending on qualifications

BUDGET MANAGEMENT OFFICE

Ms. Tracie Hodge

The following staff requests have been received in the Budget Management Office. Our analyses of the budgets affected by these requests indicate that sufficient funds are available to make these advances.

MULTIPLE STAFF DEVELOPMENT

Board of Equalization – State Funded Training Requirement

7.	Bobby Davis	\$191.14
	David Hinkle	\$120.00
	Xavier Davis	\$120.00
	Graham Key	\$191.14
	John Colburn	\$191.14
	Certified Appraiser Exam	
	Auburn, AL – March 14-15, 2013	

Tax Assessor – Birmingham

8.	John Powe	\$517.50
	Gaynell Hendricks	\$1,152.12
	Association of Alabama Tax Administrators Mid Winter Conference	
	Montgomery, AL – February 24-27, 2013	

INDIVIDUAL STAFF DEVELOPMENT

Board of Equalization – State Funded Training Requirement

9.	Margie George	\$1,213.65
	Alabama Association of Assessing Officials Mid Winter Conference	
	Mobile, AL – March 3-7, 2013	

Coroner

- 10. Jody Jacobs \$2,780.57
Medicolegal Death Investigator Course
St. Louis, MO – March 9-16, 2013
New Employee Training

County Attorney

- 11. Jeff Sewell \$1,868.72
Bankruptcy talk with creditors
New York City, NY – January 27-29, 2013

Family Court

- 12. Shaniqua Hunter \$25.00
Alabama Association of Drug Court Professionals
Prattville, AL – February 26-27, 2013
Administrative Office of Courts Training Requirement

Revenue

- 13. Edgar Woodis \$110.00
Certified Revenue Examiner Program – Special Topics
Hoover, AL – March 1, 2013
Certification Required
- 14. Edgar Woodis \$110.00
Certified Revenue Examiner Program – Annual CRE Update
Hoover, AL – June 14, 2013
Certification Required

Roads and Transportation

- 15. Mike Key \$467.00
IRWA 54th Annual Right of Way Conference
Tuscaloosa, AL – March 6-8, 2013

Tax Assessor – Birmingham – State Funded Training Requirement

- 16. Shelia Nixon \$503.84
Alabama Certified Mapper Exam
Auburn, AL – March 13-15, 2013

Tax Assessor – Bessemer – State Funded Training Requirement

- 17. Rickey Davis \$90.00
Alabama Certified Mapper Exam
Auburn, AL March 13-15, 2013

POSITION CHANGES AND/OR REVENUE CHANGES

- 18. **EMA** \$452.50
Increase revenues & expenditures to record a reimbursement for Birmingham Fire to replace materials expended to cleanup a hazmat spill on 11-12-12.

OTHER BUDGET TRANSACTIONS

- 19. **Environmental Services** \$7,520.00
Add purchasing memorandum to purchase 1 Pipetech View 6.x Office Software (2 concurrent licenses).

FOR INFORMATION ONLY

Personnel Board

- 20. Tiffany Owens \$500.00
UAB Spring Career Event
Birmingham, AL – February 19, 2013
- 21. Tiffany Owens \$150.00
University of North Alabama Career Event
Florence, AL – April 9, 2013
- 22. Tiffany Owens \$575.00
University of Alabama Career Event
Tuscaloosa, AL – 575.00
- 23. Tiffany Owens \$375.00
Alabama A&M Career Event
Anniston, AL – February 28, 2013

INFORMATION TECHNOLOGY

Mr. Wayne Cree

24. AirWatch, LLC - Contract # 4767

30-day evaluation of AirWatch software. This software is used in the management and security of personal electronic devices which communicate with the County’s network. This software addresses an area of security known as Mobile Device Management (MDM), and commonly referred to as Bring Your Own Device (BYOD). This is a 30 day evaluation and is no cost to the County.

Contract Term:	30 days from start of evaluation
Original Budget:	\$106,654.
Current Remaining Budget:	\$43,283.12
Requested Amount:	\$0.00
Remaining Budget After Requested Amount:	\$43,283.12
30 Day Cancellation:	No

SHERIFF’S OFFICE

Sheriff Mike Hale

No items submitted.

TREASURER’S OFFICE

Hon. Mike Miles

No items submitted.

TAX ASSESSOR

Hon. Gaynell Hendricks/Hon. Andrew Bennett

No items submitted.

TAX COLLECTOR

Hon. J.T. Smallwood/Hon. Grover Dunn

No items submitted.

BOARD OF EQUALIZATION

Mr. Bob Rogers

No items submitted.

COUNTY ATTORNEY

Mr. Jeff Sewell

No items submitted.

COUNTY MANAGER

Mr. Tony Petelos

No items submitted.

OTHER BUSINESS

Commissioner Jimmie Stephens