

FINANCE AND INFORMATION TECHNOLOGY COMMITTEE
Chairman – Commissioner Stephens

FINANCE

Mr. George Tablack, CFO

No items submitted.

REVENUE

Mr. Travis Hulsey

No items submitted.

PURCHASING

Mr. Michael Matthews

- 1. Purchasing Department Reports:
 - A. Week of 11/13/12-11/19/12
 - B. Week of 11/20/12-11/26/12

- 2. Purchasing Exception Reports:
 - A. Week of 11/13/12-11/19/12
 - B. Week of 11/20/12-11/26/12

- 3. Encumbrance Reports:
 - A. Week of 11/13/12-11/19/12
 - B. Week of 11/20/12-11/26/12

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

- 4. **County Attorney-3 Participants**

Shawna Smith	\$299.00
French McMillan	\$299.00
Theodore Lawson	\$299.00
CLE Seminar to obtain credit hours necessary to maintain bar license	
Birmingham, AL – December 18, 2012	

5. **Sheriff-2 Participants**
 James Guntharp \$99.00
 William McAnally \$99.00
 The Bullet Proof Mind: Mental Preparation for Combat
 Birmingham, AL – December 12, 2012
 Maintain APOST continuing ed requirement and meet minimum state standard

6. **Stormwater -2 Participants**
 Amanda Elledge \$127.98
 Johanna Burwinkle \$119.88
 Stormwater Conference
 Chattanooga, TN – October 17-19, 2012 – mileage left off original request
 NPDES mandate

INDIVIDUAL STAFF DEVELOPMENT

7. **General Services**
 Steven Cockrell \$125.00
 NICET Certification Examination
 Birmingham, AL – January 15, 2013
 Certificate of completion from accredited electronics training program required

8. **Environmental Services**
 Emily Kemp \$239.00
 Alabama Boundary Law
 Birmingham, AL – December 19, 2012
 Professional Engineering Requirement

FOR INFORMATION ONLY

Personnel Board

9. Cynthia Holiness \$285.00
 Government Finance Association of Alabama Conference
 Birmingham, AL – December 5-6, 2012

10. Tiffany Owens \$40.00
 Jefferson State General Job Fair
 Birmingham, AL – November 8 and 15, 2012

11. Tiffany Owens \$25.00
 Athens State University Job Fair
 Athens, AL - October 16, 2012

12. Tiffany Owens \$745.26
 Auburn University Career Expo
 Auburn, AL – September 17, 2012

POSITION CHANGES AND/OR REVENUE CHANGES

13. Environmental Services (Landfill) \$ 25,800.00
 Increase expenditure budget to encumber the contract for the Shannon Landfill
 Groundwater Monitoring Well Installation Project. The budget will be taken from
 Landfill's fund balance.

INFORMATION TECHNOLOGY

Mr. Wayne Cree

14. **Critical Needs**
 The Department of Information Technology (General Fund) has requested the following
 certification:

(1) Data Processing Coordinator Fill

The position is a grade 25 and the department is requesting to fill the position at step 4,
 per the submitted Critical Needs Justification Form, which is \$53,643.20/year without
 fringe benefits. The “estimated” salary with fringe benefits is \$70,712.47/year.

SHERIFF’S OFFICE

Sheriff Mike Hale

15. **Dr. Sims – Contract #1850**
 Contract to provide educational services to jail inmates and maintain the Jefferson
 County Jail Library. (**Acknowledgement Only**)

Contract Term:	12 Month
Original Budget:	\$219,275.00
Current Remaining Budget:	\$39,275.00
Requested Amount:	\$36,000.00
Remaining Budget After requested Amount:	\$3,275.00
30 Day Cancellation:	Yes

TREASURER’S OFFICE

Hon. Jennifer Champion

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