

**FINANCE AND INFORMATION TECHNOLOGY COMMITTEE**  
**Chairman – Commissioner Stephens**

**FINANCE**

*Mr. George Tablack, CFO*

1. Unusual Demand Report dated 10/29/14
  
2. **USI Insurance Services, LLC- Contract #6662**  
Contract for Property & Casualty, Boiler & Vessel (\$549,864.40) - Lexington Insurance Company; Excess Workers Compensation (\$157, 860.00) - Safety National Casualty Company; Crime & Dishonesty (\$23,807.00) - National Union Fire Insurance Company of Pittsburg, PA (AIG); Professional Liability and General Liability-Malpractice (\$159,000.00) - Darwin Select Insurance Company (Allied World) coverages to mitigate risk of exposure or loss/damage the County.

**Cost: \$890,531.40**

*1000-3101-5170 Control Account*

Original Budget:	\$850,000.00
Current Budget:	\$850,000.00
<b>Requested Amount:</b>	<b>\$731,531.40</b>
Remaining Budget:	\$118,405.60

*7031-8900-517600 Control Account*

Original Budget:	\$250,000.00
Current Budget:	\$244,814.10
<b>Requested Amount:</b>	<b>\$159,000.00</b>
Remaining Budget:	\$85,814.10
30 Day Cancellation	Yes

**REVENUE**

*Mr. Travis Hulsey*

*No items submitted.*

**PURCHASING**

*Mr. Michael Matthews*

3. Purchasing Agenda:
  - A. Week of 09/30/14 – 10/06/14
  - B. Week of 10/07/14 – 10/13/14
  - C. Week of 10/14/14 – 10/20/14
  
4. Purchasing Exception Report:
  - A. Week of 09/30/14 – 10/06/14

- B. Week of 10/07/14 – 10/13/14
  - C. Week of 10/14/14 – 10/20/14
5. Encumbrance Report:
- A. Week of 09/30/14 – 10/06/14
  - B. Week of 10/07/14 – 10/13/14
  - C. Week of 10/14/14 – 10/20/14

**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**

**Finance/Purchasing**

- |    |  |          |
|----|--|----------|
| 6. | Wanda Harville                                 | \$199.00 |
|    | Melinda Cunningham                             | \$199.00 |
|    | Managing Multiple Projects & Meeting Deadlines |          |
|    | Birmingham, AL – October 29, 2014              |          |
|    | Continuing Education                           |          |
| 7. | Sandra Tellis                                  | \$199.00 |
|    | Dorothea Robinson                              | \$199.00 |
|    | Organizational Skills                          |          |
|    | Birmingham, AL – October 30, 2014              |          |
|    | Continuing Education                           |          |

**Office of Senior Services-Grant Funds**

- |    |  |            |
|----|--|------------|
| 8. | Derry Johnson                                      | \$881.50   |
|    | Lucy Lipp  | \$1,089.09 |
|    | 2014 Training Conference Regional Council on Aging |            |
|    | Orange Beach, AL – October 26-29, 2014             |            |

**Revenue**

- |    |   |          |
|----|---|----------|
| 9. | Gerald Osburn                               | \$250.00 |
|    | Charliestean Lewis                          | \$250.00 |
|    | Shelley Raia                                | \$250.00 |
|    | Joyce Harris                                | \$250.00 |
|    | Minimum Exam Program for Local Govt Revenue |          |
|    | Hoover, AL - November 5-7, 2014             |          |
|    | State Required                              |          |

**INDIVIDUAL STAFF DEVELOPMENT**

**Community and Economic Development – Grant Funds**

- |     |  |            |
|-----|--|------------|
| 10. | Keith Strother<br>Department of Labor Training<br>Atlanta, GA – November 17-19, 2014<br>Continuing Education                               | \$584.74   |
| 11. | Keith Strother<br>Alabama Dept of Economic and Community Affairs Training<br>Montgomery, AL – November 12-13, 2014<br>Continuing Education | \$286.32   |
| 12. | Margaret Smith<br>Building HOME, A HOME Program Primer Training<br>Atlanta, GA – October 20-23, 2014<br>Continuing Education               | \$1,099.35 |

**County Manager**

- |     |  |          |
|-----|--|----------|
| 13. | Justin Smith<br>Attorneys’ Guide to Local Government Law<br>Birmingham, AL – November 13, 2014 | \$359.00 |
|-----|--|----------|

**Environmental Services**

- |     |  |          |
|-----|--|----------|
| 14. | Daniel Robinson<br>48 <sup>th</sup> Surveying and Mapping Conference<br>Montgomery, AL – October 22-24, 2014<br>Continuing Education | \$574.89 |
|-----|--|----------|

**Revenue**

- |     |   |            |
|-----|---|------------|
| 15. | Shelley Raia<br>CROAA Class to maintain Certification<br>Hoover, AL – may 20-22, 2015<br>State Required | \$250.00   |
| 16. | Bruce Thompson<br>Tax Audit<br>Boca Raton, FL – November 1-9, 2014                                      | \$2,078.00 |
| 17. | Charles Bell<br>Tax Audit<br>San Antonio, TX; Gulfport, MS; Mobile, AL – December 6-12, 2014            | \$1,669.58 |
| 18. | Charles Bell<br>Tax Audit<br>Atlanta, GA; Nashville, TN –November 30- December 5, 2014                  | \$1,112.15 |

**Roads and Transportation**

- |     |   |            |
|-----|---|------------|
| 19. | BiJay Singh                             | \$1,108.94 |
|     | Safety Inspection of In-Service Bridges |            |
|     | Alexander City, AL - September 8, 2014  |            |
|     | Continuing Education                    |            |

**Tax Assessor Bessemer**

- |     |   |          |
|-----|---|----------|
| 20. | Richard Green                               | \$675.13 |
|     | Introduction to Property Tax Administration |          |
|     | Montgomery, AL – January 27-30, 2015        |          |

**FOR INFORMATION ONLY****Personnel Board**

- |     |                                   |            |
|-----|-----------------------------------|------------|
| 21. | Sheryl Campbell                   | \$1,019.95 |
|     | Kimberly Ingram                   | \$1,091.95 |
|     | Infor Using Absence Management    |            |
|     | St. Paul, MN – November 2-7, 2014 |            |

**Sheriff**

- |     |   |            |
|-----|---|------------|
| 22. | Ryan Murkeson   | \$400.00   |
|     | David Basset  | \$400.00   |
|     | Nathan Nichols  | \$400.00   |
|     | Lisa Bartels  | \$400.00   |
|     | Jacob Bradley   | \$400.00   |
|     | Traffic Homicide Investigation                          |            |
|     | Birmingham, AL – October 13-17 and November 17-24, 2014 |            |
| 23. | Rodney Robinson   | \$843.85   |
|     | Ellen Sheirer   | \$843.85   |
|     | Practical Homicide Investigation                        |            |
|     | Phenix City, AL – November 16-19, 2014                  |            |
| 24. | Cynthia Mobley  | \$735.60   |
|     | Wendell Major   | \$735.60   |
|     | James West  | \$735.60   |
|     | Polygraph Seminar                                       |            |
|     | Orange Beach, AL – October 19-23, 2014                  |            |
| 25. | Charles Buchannon                                       | \$3,008.52 |
|     | Basic Crime Prevention                                  |            |
|     | Louisville, KY – October 5-18, 2014                     |            |
| 26. | Michael Smith   | \$710.65   |
|     | Field Training Officer                                  |            |
|     | Florence, AL – October 20-24, 2014                      |            |

- 27. John Pennington \$895.00  
Grantsmanship Training Program  
Birmingham, AL - November 17, 2014
- 28. Joseph Ryan Rizzo \$710.65  
Field Training Officer  
Florence, AL – October 19-24, 2014
- 29. Ellen Scheirer \$1,226.55  
Basic Bloodstain Pattern Analysis  
Pensacola, FL - January 25-30, 2015

**POSITION CHANGE AND/OR REVENUE CHANGES**

- 30. **General Services** \$0.00  
Add 1 Administrative Supervisor (GR 19); Delete 1 Administrative Coordinator (GR 22) per the Receiver. The Administrative Supervisor to be reassigned to train with the Administrative Coordinator until her retirement (annual savings \$23,712).

**OTHER BUDGET TRANSACTIONS**

- 31. **Roads & Transportation Capital Fund** \$40,000.00  
Shift funds and add a purchasing memorandum to purchase surveying equipment, data collectors, software, and a replacement copier.

**INFORMATION TECHNOLOGY**

*Mr. Roosevelt Butler*

- 32. **Network America, Inc. – Contract #5711**  
Provide maintenance support for LANDesk software. LANDesk software provides remote desktop support, software delivery and desktop asset management.

Contract Term:	11/01/14 – 10/31/15
Original Budget:	\$877,852.84
Current Remaining Budget:	\$688,288.84
Requested Amount:	\$31,050.00
Remaining Budget after Requested Amount:	\$657,238.84
30 Day Cancellation:	Yes

- 33. **Ambit Solutions – Contract #6574**  
Asterisk Phone System Support to include support services and programming changes as needed for the Asterisk Phone Servers across the County. This includes basic upgrades, repair and any other changes as needed to support the needs of the County.

Contract Term:	1 Year
Original Budget:	\$457,313.00

Current Remaining Budget:	\$457,313.00
Requested Amount:	\$17,000.00
Remaining Budget after Requested Amount:	\$440,313.00
30 Day Cancellation:	Yes

**SHERIFF'S OFFICE**

*Sheriff Mike Hale*

**34. Latham & Associates - Contract #6750**

Architectural Services for McCalla Sub-station. **(Acknowledgement Only)**

Contract Term:	1 Year
Original Budget:	\$500,000.00
Current remaining budget:	\$500,000.00
Requested Amount:	\$55,000.00 (Estimate)
Remaining Budget:	\$445,000.00
30 Day Cancellation:	Yes

**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**

*No items submitted.*

**OTHER BUSINESS**

*Commissioner Jimmie Stephens*