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
   C. Week of 11/20/12-11/26/12, Amendment No 1

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
   Shawnna 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*
Indicated the request is to fill the position provisionally.

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.

15. Resolution authorizing the Commission President to execute an Authorization for Release Notice with AT&T, so that AT&T can transfer the phone lines that belong to Jefferson County E911 into their name and billing responsibility.

SHERIFF’S OFFICE
Sheriff Mike Hale

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

<table>
<thead>
<tr>
<th>Contract Term:</th>
<th>12 Month</th>
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</thead>
<tbody>
<tr>
<td>Original Budget:</td>
<td>$219,275.00</td>
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<tr>
<td>Current Remaining Budget:</td>
<td>$39,275.00</td>
</tr>
<tr>
<td>Requested Amount:</td>
<td>$36,000.00</td>
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<tr>
<td>Remaining Budget After requested Amount:</td>
<td>$3,275.00</td>
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<tr>
<td>30 Day Cancellation:</td>
<td>Yes</td>
</tr>
</tbody>
</table>
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