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
   **Requested Amount:** $731,531.40
   Remaining Budget: $118,405.60

   *7031-8900-517600 Control Account*
   Original Budget: $250,000.00
   Current Budget: $244,814.10
   **Requested Amount:** $159,000.00
   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
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 $584.74
    Department of Labor Training
    Atlanta, GA – November 17-19, 2014
    Continuing Education

11. Keith Strother $286.32
    Alabama Dept of Economic and Community Affairs Training
    Montgomery, AL – November 12-13, 2014
    Continuing Education

12. Margaret Smith $1,099.35
    Building HOME, A HOME Program Primer Training
    Atlanta, GA – October 20-23, 2014
    Continuing Education

County Manager
13. Justin Smith $359.00
    Attorneys’ Guide to Local Government Law
    Birmingham, AL – November 13, 2014

Environmental Services
14. Daniel Robinson $574.89
    48th Surveying and Mapping Conference
    Montgomery, AL – October 22-24, 2014
    Continuing Education

Revenue
15. Shelley Raia $250.00
    CROAA Class to maintain Certification
    Hoover, AL – May 20-22, 2015
    State Required

16. Bruce Thompson $2,078.00
    Tax Audit
    Boca Raton, FL – November 1-9, 2014

17. Charles Bell $1,669.58
    Tax Audit
    San Antonio, TX; Gulfport, MS; Mobile, AL – December 6-12, 2014

18. Charles Bell $1,112.15
    Tax Audit
    Atlanta, GA; Nashville, TN – November 30- December 5, 2014
### Roads and Transportation

<table>
<thead>
<tr>
<th>No.</th>
<th>Name</th>
<th>Amount</th>
<th>Course Description</th>
<th>Location/Date</th>
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</thead>
<tbody>
<tr>
<td>19.</td>
<td>BiJay Singh</td>
<td>$1,108.94</td>
<td>Safety Inspection of In-Service Bridges</td>
<td>Alexander City, AL - Sept 8, 2014</td>
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<td></td>
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<td>Continuing Education</td>
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### Tax Assessor Bessemer

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### Personnel Board

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<tbody>
<tr>
<td></td>
<td>Kimberly Ingram</td>
<td>$1,091.95</td>
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### Sheriff

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<tbody>
<tr>
<td>22.</td>
<td>Ryan Murkeson</td>
<td>$400.00</td>
<td>Traffic Homicide Investigation</td>
<td>Birmingham, AL – Oct 13-17 and Nov 17-24, 2014</td>
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<td></td>
<td>David Basset</td>
<td>$400.00</td>
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<td>Nathan Nichols</td>
<td>$400.00</td>
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<td>Lisa Bartels</td>
<td>$400.00</td>
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<td></td>
<td>Jacob Bradley</td>
<td>$400.00</td>
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<tr>
<td></td>
<td>Ellen Sheirer</td>
<td>$843.85</td>
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<tr>
<td></td>
<td>Wendell Major</td>
<td>$735.60</td>
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<td></td>
<td>James West</td>
<td>$735.60</td>
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### FOR INFORMATION ONLY

- Roads and Transportation:
  - BiJay Singh: Safety Inspection of In-Service Bridges, Alexander City, AL - Sept 8, 2014
  - Tax Assessor Bessemer:
27. John Pennington
Grantsmanship Training Program
Birmingham, AL - November 17, 2014

28. Joseph Ryan Rizzo
Field Training Officer
Florence, AL – October 19-24, 2014

29. Ellen Scheirer
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