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DRAFT

Minutes

**Alabama Environmental Management Commission
Personnel Committee Meeting
Alabama Department of Environmental Management Building
1400 Coliseum Boulevard
Montgomery, Alabama
December 23, 2009**

DRAFT
Minutes

**Alabama Environmental Management Commission
Personnel Committee Meeting
Alabama Department of Environmental Management Building
1400 Coliseum Boulevard
Montgomery, Alabama
December 23, 2009**

**Convened: 10:00 a.m.
Adjourned: 10:40 a.m.**

Part A

Transcript

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Part A

AEMC PERSONNEL COMMITTEE MEETING - 12/23/2009

ENVIRONMENTAL MANAGEMENT COMMISSION
PERSONNEL COMMITTEE MEETING

Alabama Department of Environmental
Management Building
Main Hearing Room
1400 Coliseum Boulevard
Montgomery, Alabama

December 23, 2009 10:30 a.m.

COMMITTEE MEMBERS PRESENT:

DR. JOHN LESTER, CHAIR
H. LANIER BROWN, II
DR. J. CONRAD PIERCE

ALSO PRESENT:

JOHN P. HAGOOD,
ADEM DIRECTOR
ROBERT TAMBLING, EMC LEGAL COUNSEL
DEBI THOMAS, EMC EXECUTIVE ASSISTANT

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AEMC PERSONNEL COMMITTEE MEETING - 12/23/2009

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<p>1 INDEX</p> <p>2</p> <p>3 Page</p> <p>4</p> <p>5 Consideration of minutes of 3 6 Personnel Committee meeting held 7 on February 8, 2008</p> <p>8</p> <p>9</p> <p>10 Consideration of an ADEM 4 11 Director Search Process to 12 recommend to the full Commission 13 for adoption</p> <p>14</p> <p>15</p> <p>16 Meeting Adjourned 8</p> <p>17</p> <p>18</p> <p>19</p> <p>20</p> <p>21</p> <p>22</p> <p>23</p>	<p>1 motion and a second. All in favor say 2 aye. 3 (Commission members in favor 4 of the motion so indicated.) 5 COMMISSIONER LESTER: All 6 opposed? 7 (No response.) 8 COMMISSIONER LESTER: The next 9 item of business is the consideration 10 of an ADEM Director Search Process, 11 and this is to recommend this to our 12 full Commission meeting, which will be 13 following this meeting. We've got a 14 list of six things that we want to 15 present to the Commission today. One 16 is to receive the application for the 17 Director position until January the 18 29th, 2010. I think first we had it 19 on the 8th, but due to the holidays 20 and everything, and somebody said 21 Alabama was doing something on the 22 7th, I think, so we moved it. That 23 will give another two weeks for us to</p>
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<p>1 COMMISSIONER LESTER: I would 2 like to have y'all's attention. We're 3 going to go ahead with the Personnel 4 Committee. I call this meeting of the 5 Personnel Committee to order. I would 6 like to show that all members are 7 present. Pierce, Brown and Lester, 8 that sounds kind of like the three 9 musketeers, doesn't it? So we're all 10 here. 11 Our first item is to 12 consider the minutes of the meeting 13 held on February of 2008. And our two 14 new members probably don't know what 15 that was, but this was a 2007 16 Director's evaluation, and you have a 17 copy of it. And if there's any 18 questions; if not, I'll have a motion 19 to adopt. 20 COMMISSIONER BROWN: I move to 21 adopt. 22 COMMISSIONER PIERCE: Second. 23 COMMISSIONER LESTER: There's a</p>	<p>1 receive applications. 2 Number 2 is to request 3 public input on three important issues 4 as they relate to the responsibilities 5 of the Director. This request will be 6 posted on the ADEM website, and public 7 input will be received from today 8 until January 29, 2010. This will let 9 our public be involved in this 10 process. 11 Number 3 is the 12 Commission will meet to narrow the 13 ADEM position candidates to be 14 interviewed. This Commission meeting 15 will be held on 2/5/2010. 16 Number 4, the Commission 17 will meet to interview candidates 18 selected for interview. This 19 Commission meeting will be held on 20 2/12/2010. 21 And then Number 5, the 22 Commission will meet to vote on hiring 23 an ADEM Director and setting the</p>

AEMC PERSONNEL COMMITTEE MEETING - 12/23/2009

<p style="text-align: right;">Page 7556</p> <p>1 Director's salary. This Commission 2 meeting will be held on 2/19/2010, 3 which would be our next regular 4 Commission meeting. Do any of the 5 members have any comments or additions 6 or changes? 7 (No response.) 8 COMMISSIONER LESTER: Also, I 9 think posted -- did y'all notice that 10 Debi has gone high tech on us all now? 11 We've got a list of things that we 12 just mentioned. And the way she's got 13 it set up now, if there's any time we 14 want to change anything, we just tell 15 her, and she just taps in it and it 16 prints out a new one. So I told her 17 she's really gone high tech. And I 18 would like to say at this point, too, 19 without John and Debi and our good 20 lawyer friend here, Robert, they have 21 really helped us work through this. 22 And Anita, of course, has been on top 23 of everything and cracked the whip on</p>	<p style="text-align: right;">Page 7556</p> <p>1 COMMISSIONER PIERCE: Second. 2 COMMISSIONER LESTER: All in 3 favor say aye. 4 (Commission members in favor 5 of the motion so indicated.) 6 COMMISSIONER LESTER: We are 7 adjourned. 8 (Meeting adjourned.) 9 10 (The foregoing meeting of the EMC 11 Personnel Committee was adjourned at 12 approximately 10:40 a.m., on December 13 23rd, 2009.) 14 15 16 17 18 19 20 21 22 23</p>
<p style="text-align: right;">Page 7556</p> <p>1 us, so we've got a good Chairman in 2 her. Does anybody have any comments? 3 (No response.) 4 COMMISSIONER LESTER: If not, 5 then I'll receive a motion to move to 6 recommend the Director Search Process 7 for adoption which we have just gone 8 through. 9 COMMISSIONER PIERCE: So move. 10 COMMISSIONER BROWN: Second. 11 COMMISSIONER LESTER: There's a 12 motion and second. All in favor say 13 aye. 14 (Commission members in favor 15 of the motion so indicated.) 16 COMMISSIONER LESTER: All 17 opposed? 18 (No response.) 19 DEBI THOMAS: And I have your 20 order. 21 COMMISSIONER LESTER: Now I will 22 entertain a motion to adjourn. 23 COMMISSIONER BROWN: So move.</p>	<p style="text-align: right;">Page 7556</p> <p>1 2 ***** 3 REPORTER'S CERTIFICATE 4 ***** 5 6 I, Karen Reagan Drinkard, 7 Certified Court Reporter and Notary 8 Public in and for the State of Alabama 9 at Large, do hereby certify that I 10 reported stenographically and then 11 reduced to typewritten form by means 12 of computer-aided transcription my 13 stenographic notes of the foregoing 14 Alabama Environmental Management 15 Commission Personnel Committee 16 Meeting. 17 18 I further certify that the 19 foregoing transcript is a true and 20 correct transcript of the proceedings 21 contained herein. 22 23 I further certify that I am</p>

AEMC PERSONNEL COMMITTEE MEETING - 12/23/2009

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1 neither of kin nor of counsel to the
2 parties to said meeting, nor in any
3 manner interested in the results
4 thereof.

5
6 Done this 26th day of December,
7 2009.

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11 Karen Reagan Drinkard, CCR
12 Reporter and Notary Public
13 State of Alabama at Large
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neither of kin nor of counsel to the parties to said meeting, nor in any manner interested in the results thereof.

Done this 26th day of December, 2009.

Karen Reagan Drinkard /ca
Karen Reagan Drinkard, CCR
Reporter and Notary Public
State of Alabama at Large

<p style="text-align: center;">A</p> <p>additions 7556:5 ADEM 1:21 7556:10 7556:10 7556:6,13,23 adjourn 7556:22 adjourned 7556:16 7556:7,8,11 adopt 7556:19,21 adoption 7556:13 7556:7 ahead 7556:3 Alabama 1:4,8 7556:21 7556:8 7556:14 7556:12 Anita 7556:22 anybody 7556:2 application 7556:16 applications 7556:1 approximately 7556:12 ASSISTANT 1:23 attention 7556:2 aye 7556:2 7556:13 7556:3 a.m 1:11 7556:12</p> <hr/> <p style="text-align: center;">B</p> <p>Boulevard 1:7 Brown 1:16 7556:7 7556:20 7556:10 7556:23 Building 1:5 business 7556:9</p> <hr/> <p style="text-align: center;">C</p> <p>call 7556:4 candidates 7556:13 7556:17 CCR 7556:11 CERTIFICATE 7556:3 Certified 7556:7</p>	<p>certify 7556:9,18 7556:23 CHAIR 1:15 Chairman 7556:1 change 7556:14 changes 7556:6 Coliseum 1:7 comments 7556:5 7556:2 Commission 1:1 7556:12 7556:3 7556:12,15 7556:12,14,16,19 7556:22 7556:1,4 7556:14 7556:4 7556:15 COMMISSION... 7556:1,20,22,23 7556:5,8 7556:8 7556:4,9,10,11,16 7556:21,23 7556:1,2,6 Committee 1:2,14 7556:6 7556:4,5 7556:11 7556:15 computer-aided 7556:12 CONRAD 1:17 consider 7556:12 consideration 7556:5,10 7556:9 contained 7556:21 copy 7556:17 correct 7556:20 counsel 1:22 7556:1 course 7556:22 Court 7556:7 cracked 7556:23</p> <hr/> <p style="text-align: center;">D</p> <p>D 7556:1 day 7556:6 Debi 1:23 7556:10 7556:19 7556:19</p>	<p>December 1:11 7556:12 7556:6 Department 1:4 Director 1:21 7556:11 7556:10 7556:17 7556:5 7556:23 7556:6 Director's 7556:16 7556:1 doing 7556:21 DR 1:15,17 Drinkard 7556:6 7556:11 due 7556:19</p> <hr/> <p style="text-align: center;">E</p> <p>E 7556:1 EMC 1:22,23 7556:10 entertain 7556:22 Environmental 1:1 1:4 7556:14 evaluation 7556:16 EXECUTIVE 1:23</p> <hr/> <p style="text-align: center;">F</p> <p>favor 7556:1,3 7556:12,14 7556:3,4 February 7556:7 7556:13 first 7556:11 7556:18 following 7556:13 foregoing 7556:10 7556:13,19 form 7556:11 friend 7556:20 full 7556:12 7556:12 further 7556:18,23</p> <hr/> <p style="text-align: center;">G</p> <p>give 7556:23 go 7556:3</p>	<p>going 7556:3 good 7556:19 7556:1</p> <hr/> <p style="text-align: center;">H</p> <p>H 1:16 HAGOOD 1:20 Hearing 1:6 held 7556:6 7556:13 7556:15 7556:19 7556:2 helped 7556:21 high 7556:10,17 hiring 7556:22 holidays 7556:19</p> <hr/> <p style="text-align: center;">I</p> <p>II 1:16 important 7556:3 indicated 7556:4 7556:15 7556:5 input 7556:3,7 interested 7556:3 interview 7556:17 7556:18 interviewed 7556:14 involved 7556:9 issues 7556:3 item 7556:11 7556:9</p> <hr/> <p style="text-align: center;">J</p> <p>J 1:17 January 7556:17 7556:8 John 1:15,20 7556:19</p> <hr/> <p style="text-align: center;">K</p> <p>Karen 7556:6 7556:11 kin 7556:1 kind 7556:8 know 7556:14</p>	<p style="text-align: center;">L</p> <p>LANIER 1:16 Large 7556:9 7556:12 lawyer 7556:20 LEGAL 1:22 Lester 1:15 7556:1 7556:7,23 7556:5 7556:8 7556:8 7556:4,11,16,21 7556:2,6 list 7556:14 7556:11</p> <hr/> <p style="text-align: center;">M</p> <p>Main 1:6 Management 1:1,5 7556:14 manner 7556:3 means 7556:11 meet 7556:12,17,22 meeting 1:2 7556:6 7556:16 7556:4 7556:12 7556:12 7556:13 7556:14 7556:19 7556:2,4 7556:8,10 7556:16 7556:2 members 1:14 7556:6,14 7556:3 7556:5 7556:14 7556:4 mentioned 7556:12 minutes 7556:5 7556:12 Montgomery 1:8 motion 7556:18 7556:1,4 7556:5 7556:12,15,22 7556:5 move 7556:20 7556:5,9,23 moved 7556:22 musketeers 7556:9</p>
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Part B

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Attachment 1

Agenda

Attachment 2

Order adopting motion to recommend the ADEM Director Search Process to the Commission for adoption

(Agenda Item 2 – Consideration of an ADEM Director Search Process to recommend to the full Commission for adoption)

Attachment 1

12/15/09

AGENDA*

MEETING OF THE PERSONNEL COMMITTEE
OF THE ALABAMA ENVIRONMENTAL MANAGEMENT COMMISSION

DATE: December 23, 2009

TIME: 10:30 a.m.

LOCATION: Alabama Department of Environmental Management (ADEM) Building
Alabama Room (Main Hearing Room)
1400 Coliseum Boulevard
Montgomery, Alabama 36110-2059

ITEM

1. Consideration of minutes of the Personnel Committee meeting held on February 8, 2008**
2. Consideration of an ADEM Director Search Process to recommend to the full Commission for adoption

* The Agenda for this meeting will be available on the ADEM website, www.adem.alabama.gov, under EMC Information and Calendar of Events.

** The Minutes for this meeting will be available on the ADEM website under EMC Information.

Attachment 2

BEFORE THE
PERSONNEL COMMITTEE OF THE
ENVIRONMENTAL MANAGEMENT COMMISSION
OF THE
ALABAMA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

MOTION

Recommend the ADEM Director Search Process
to the Commission for adoption

ORDER

This cause having come before the Personnel Committee pursuant to the above motion,
and having considered the same, the Committee hereby ORDERS, ADJUDGES, and DECREES
as follows:

1. That the above motion is hereby adopted; and
2. That this action has been taken and this Order shall be deemed rendered effective
as of the date shown below.

Personnel Committee Order
Page 2

ISSUED this 23rd day of December 2009.

APPROVED:



Committee Member



Committee Member

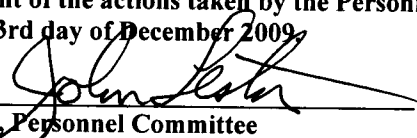


Committee Member

DISAPPROVED:

Committee Member

**This is to certify that this Order is a true and accurate
account of the actions taken by the Personnel Committee on
this 23rd day of December 2009.**



Chair, Personnel Committee
Environmental Management Commission
Certified this 23rd day of December 2009

Plan to Support the AEMC Process

Role or Responsibility	Status
Process Press Release.	Not Yet Issued
Draft Job Description.	Complete
Post Description (by 12/14).	Complete
Collect and assemble resumes through 1/29.	Ongoing
Post a request to receive public input on three important issues as they relate to responsibilities of the Director (Due 12/23).	Not Yet Started
Receive public input in the form of three important issues as they relate to responsibilities of the Director from 12/23 – 1/29.	Not Yet Started
Have resumes available to public through Debi by 2/5.	Not Yet Started
Set Up AEMC initial meeting for 2/5.	No Information
Set Up AEMC meetings for both 2/12 and 2/19 (regular meeting).	No Information
Set up AEMC hiring meeting for 2/19.	No Information
2/5 meeting – candidates narrowed.	Not Applicable
2/12 – AEMC meets to interview narrowed list of candidates.	Not Applicable
2/19 – AEMC meets to vote on hiring and setting salary.	Not Applicable