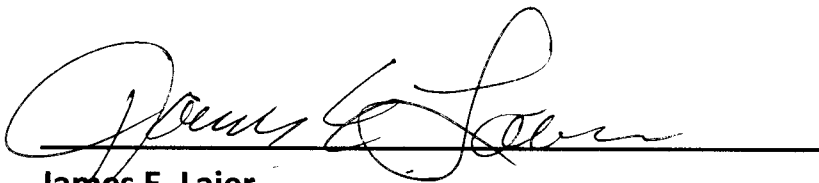


10/26/16

**Minutes  
Meeting of the  
Personnel Committee of the  
Alabama Environmental Management Commission  
Alabama Department of Environmental Management Building  
1400 Coliseum Boulevard  
Montgomery, Alabama 36110-2400  
October 16, 2015**

**This is to certify that the Minutes contained herein are a true and accurate account of actions taken by the Personnel Committee of the Alabama Environmental Management Commission on October 16, 2015.**

A handwritten signature in black ink, appearing to read "James E. Laier", is written over a solid horizontal line.

**James E. Laier**

**Chair**

**Personnel Committee**

**Alabama Environmental Management Commission**

**Certified this 21st day of October 2016.**

**Minutes  
Meeting of the  
Personnel Committee of the  
Alabama Environmental Management Commission  
Alabama Department of Environmental Management Building  
1400 Coliseum Boulevard  
Montgomery, Alabama 36110-2400  
October 16, 2015**

**Convened: 9:05 a.m.  
Adjourned: 9:20 a.m.**

**Part A**

**Transcript  
Word Index**

**Part B**

**Attachment Index  
Attachment 1  
Attachment 2**

**Part A**

Page 1

1 ALABAMA ENVIRONMENTAL MANAGEMENT COMMISSION  
2 PERSONNEL COMMITTEE MEETING  
3  
4  
5  
6  
7  
8  
9 ALABAMA DEPARTMENT OF ENVIRONMENTAL  
10 MANAGEMENT  
11 Alabama Room  
12 1400 Coliseum Boulevard  
13 Montgomery, Alabama, 36110-2400  
14 October 16, 2015  
15 9:05 a.m.  
16  
17  
18  
19  
20  
21  
22  
23 Taken by: Victoria M. Castillo, CCR#17

Page 3

1 CHAIRMAN LAIER: Good  
2 morning, everyone. I will tell you that I  
3 have had a little bit of a problem with my  
4 eyesight the last week, and I'm going to do  
5 my dead level best to give a good  
6 presentation. But if I stumble along the  
7 line, just count it up to my nerves and my  
8 eyesight.  
9 So we call the meeting to order.  
10 Actually, we have a quorum today. We have  
11 three members on our Committee, and all the  
12 Committee members are here. And we have  
13 three major issues to consider during the  
14 course of our day this morning.  
15 The first is a consideration of  
16 the minutes for the meeting held on June  
17 20th, 2014.  
18 I'm asking for a motion with  
19 regard to the minutes of June 2014.  
20 DR. MARTIN: Make a motion  
21 that we adopt the minutes from June 2014.  
22 DR. MILLER: Second.  
23 CHAIRMAN LAIER: All in

Page 2

1 A P P E A R A N C E S  
2  
3 COMMITTEE MEMBERS:  
4 James E. Laier, Ph.D., P.E., Chair  
5 Samuel L. Miller, M.D.  
6 Craig Martin, D.V.M.  
7  
8 ALSO PRESENT:  
9 Robert Tambling, EMC Legal Counsel  
10 Debi Thomas, EMC Executive Assistant  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23

Page 4

1 favor?  
2 (All Committee members  
3 signify "aye.")  
4 CHAIRMAN LAIER: Opposed?  
5 (No response)  
6 CHAIRMAN LAIER: Agenda Item  
7 No. 2: Discussion and consideration of the  
8 Personnel Committee's Draft Summary of the  
9 Written Comments Received from the Members  
10 of the Commission and the General Public at  
11 Large Regarding the Director's Work  
12 Performance.  
13 During the regular Commission  
14 meeting on June 19, 2015, Chairman Brown  
15 directed our Committee to initiate a job  
16 performance evaluation of Director LeFleur  
17 beginning on June 21st, 2014, the day  
18 following Director LeFleur's previous  
19 evaluation.  
20 Chair Brown noted that, as was  
21 done in the 2014 evaluation, our Committee  
22 should obtain feedback from the Commission  
23 and from the general public regarding the

Page 5

1 Director's job performance.  
2 Chairman Brown noted that on  
3 behalf of the Committee, he requested,  
4 through a memo to the Commissioners and a  
5 note to the public at large, that the  
6 written comments needed to be submitted to  
7 our Committee by 5 p.m. on July 31st, 2015.  
8 The notice of the publications  
9 by the public -- presentations by the  
10 public, was posted for the ADEM Commission  
11 and for the general public on ADEM's Web  
12 page, and for the Commissioners especially,  
13 it was posted on the ADEM Notification  
14 Board presented by -- delivered to the  
15 Commissioners by a mail list process.  
16 Is there any discussion by the  
17 Committee regarding this matter?  
18 DR. MILLER: You're talking  
19 about the written comments?  
20 CHAIRMAN LAIER: The written  
21 comments.  
22 DR. MILLER: Well, I thought  
23 they were fairly representative and pretty

Page 6

1 easy for you to tell where they came from.  
2 But overall, I mean, I think that they were  
3 all reasonably positive and --  
4 DR. MARTIN: I agree.  
5 CHAIRMAN LAIER: Well,  
6 likewise, I agree.  
7 Are you prepared to offer a  
8 motion?  
9 DR. MILLER: The motion  
10 being that we accept the written comments?  
11 CHAIRMAN LAIER: Yes.  
12 DR. MILLER: I'll make that  
13 motion.  
14 DR. MARTIN: Second.  
15 CHAIRMAN LAIER: All in  
16 favor?  
17 (All Committee members  
18 signify "aye.")  
19 CHAIRMAN LAIER: Opposed?  
20 (No response)  
21 CHAIRMAN LAIER: The motion  
22 is approved.  
23 Agenda Item No. 3: Discussion

Page 7

1 and consideration of recommendations by  
2 this Committee for presentation to the  
3 Commission for consideration of a period --  
4 for consideration presented to ADEM  
5 Director LeFleur's job performance.  
6 The Committee noted that the  
7 performance of Director LeFleur was  
8 exceptional. I suggest that the Commission  
9 consider that I, as the Chair of our  
10 Committee, be assigned to meet with  
11 Director LeFleur to discuss with him the  
12 summaries of his written comments as they  
13 pertain to his job performance and to  
14 discuss, as a Committee, the proposed  
15 adopted -- the proposed items adopted by  
16 the Commission and to execute the  
17 Verification of Understanding between the  
18 Commission and Director LeFleur with  
19 respect to his job performance.  
20 So the first item of business  
21 would be to decide whether or not it would  
22 be appropriate and purposeful for me to  
23 represent us in discussing with Director

Page 8

1 LeFleur his job performance, as it was  
2 presented in writing, and to follow up with  
3 the Verification of Understanding.  
4 The second item that we  
5 discussed, and that pertains to the  
6 Director's salary, Director LeFleur  
7 currently has a salary of \$152,618.40. And  
8 he is being paid at a grade 90, step 15.  
9 According to the system, there  
10 are three more steps available remaining  
11 for a pay advancement. It's regulation  
12 that no more than two steps can be advanced  
13 at any one time. So if there is an  
14 interest in proposing a pay raise or a pay  
15 adjustment for the Director, the limit is a  
16 two-step raise.  
17 So I would like now to open the  
18 floor for us to discuss Step No. 1 and also  
19 the possibility of our making a  
20 recommendation for a pay adjustment to the  
21 Director.  
22 DR. MILLER: Mr. Chairman, I  
23 think it's an excellent idea, and really

Page 9

1 part of our responsibility, to discuss with  
2 Director LeFleur the comments that came in.  
3 They were small in number, but I still  
4 think that we need to discuss it with him.  
5 And I think you would be the ideal  
6 candidate to do that.  
7 DR. MARTIN: I agree.  
8 CHAIRMAN LAIER: Well, thank  
9 you.  
10 Do we have a motion on that?  
11 DR. MILLER: I make a motion  
12 that we ask Chairman Laier to discuss the  
13 written comments with Director LeFleur.  
14 DR. MARTIN: Second.  
15 CHAIRMAN LAIER: Second?  
16 Any discussion?  
17 (No response)  
18 CHAIRMAN LAIER: Can I have  
19 a motion? We have -- all in favor?  
20 (All Committee members  
21 signify "aye.")  
22 CHAIRMAN LAIER: Opposed?  
23 (No response)

Page 10

1 CHAIRMAN LAIER: All right.  
2 And I will take on that task.  
3 Now, with respect to Director  
4 LeFleur's salary, do we have any discussion  
5 with respect to his salary and how we feel?  
6 DR. MILLER: Mr. Chairman, I  
7 would like to see us do the two-step pay  
8 raise for a couple of reasons. I think  
9 that Director LeFleur has done a great job  
10 in balancing between the environmental  
11 community and the business community, and  
12 it will be hard to replace Director LeFleur  
13 in that role.  
14 I also think that, as we talked  
15 about before, that we need to look to the  
16 future when Director LeFleur would retire,  
17 and we need to make this an enticing  
18 position for his replacement, which I hope  
19 is a long time in coming.  
20 So I would make a move that we  
21 do the two-step pay raise.  
22 DR. MARTIN: I'm going to --  
23 I'm going to just voice a different

Page 11

1 opinion, and it's -- because it has really  
2 nothing to do with the job performance  
3 reviews that have been sent in. Although  
4 they're glowing reports, you know, I've  
5 thought about this a lot. Just based on  
6 the fiscal status of our state and of ADEM,  
7 I don't see where it will be prudent to  
8 give a pay raise at this time.  
9 Although, he's -- you know, he's  
10 done a good job, got good reports, you  
11 know, we have basically zero funding from  
12 the State, and I don't know what kind of  
13 message we're sending to the employees of  
14 ADEM if the Director gets a raise and  
15 others don't.  
16 DR. MILLER: Well, I think  
17 that, to put that in context, we did give  
18 Director LeFleur a raise last year, but  
19 that was the first one in five years.  
20 CHAIRMAN LAIER: Exactly,  
21 that's --  
22 DR. MILLER: And, you know,  
23 we -- I just think it -- personally, I just

Page 12

1 think that we need to make this as good a  
2 position as we can, both with Director  
3 LeFleur and for his eventual replacement,  
4 and go on the -- you know, overly reactive,  
5 I guess I should say, to our flat budget.  
6 CHAIRMAN LAIER: From my  
7 perspective, having come on a few years  
8 back when ADEM was a leader in the country  
9 in the processes of our daily work and we  
10 had the least budget available to us in the  
11 country, that I was impressed significantly  
12 by Director LeFleur's dedication and  
13 performance, without consideration for a  
14 pay adjustment.  
15 He was pretty much driven by the  
16 fact that it was something that he had a  
17 commitment to do. Over time, as I got to  
18 know him better, I felt that he -- he was  
19 doing an exceptional job and was being  
20 shortchanged by not having a pay  
21 adjustment. And so I was campaigning  
22 heavily for the pay adjustment last year.  
23 I now feel the same. I feel

Page 13

1 that he has done an exceptional job and  
2 continues to do that at a deficit level of  
3 pay and that we need to improve his  
4 position. And when he gets ready to move  
5 on, we want to be able to hire someone with  
6 equal or similar credentials to carry us  
7 forward on the uprise. So that's where I  
8 am -- fall into the picture.  
9 DR. MILLER: Right.  
10 CHAIRMAN LAIER: Any other  
11 comments?  
12 (No response)  
13 CHAIRMAN LAIER: Okay. Can  
14 I have a motion?  
15 DR. MILLER: I move that we  
16 elevate his salary to -- just a second,  
17 I've got to find it -- the two-step rate  
18 and pay grade 90 to \$160,440.  
19 CHAIRMAN LAIER: Second?  
20 (No response)  
21 CHAIRMAN LAIER: Can I  
22 second?  
23 MR. TAMBLING: Yes.

Page 14

1 CHAIRMAN LAIER: Well, then  
2 I second.  
3 All in favor?  
4 (Chairman Laier and  
5 Dr. Miller signify "aye.")  
6 CHAIRMAN LAIER: Opposed?  
7 (Dr. Martin signifies  
8 "aye.")  
9 CHAIRMAN LAIER: We have a  
10 motion for a two-level pay raise.  
11 Is there any other business to  
12 come before our Committee?  
13 MR. TAMBLING: Yes, you  
14 have, I believe, one more --  
15 CHAIRMAN LAIER: Didn't we  
16 --  
17 MR. TAMBLING: -- one more  
18 option.  
19 CHAIRMAN LAIER: Didn't we  
20 cover that, where I would be the person  
21 that covers --  
22 MR. TAMBLING: Yes, you did.  
23 Yes, you did. You did.

Page 15

1 CHAIRMAN LAIER: Okay.  
2 DR. MILLER: Do we --  
3 Robert, do we need to wait until Chairman  
4 Brown, or whoever the Chairman is next  
5 year, tells us to meet again, or do we need  
6 to set a meeting date for next year?  
7 MR. TAMBLING: I think, you  
8 know, once you report your recommendation  
9 to the Commission, I think your work is  
10 done until you're asked to --  
11 DR. MILLER: Okay.  
12 MR. TAMBLING: -- You know,  
13 move forward again on the evaluation.  
14 DR. MILLER: So we will just  
15 wait to ask to work again.  
16 CHAIRMAN LAIER: All right.  
17 Do I have a motion to adjourn?  
18 DR. MARTIN: So moved.  
19 DR. MILLER: So moved.  
20 CHAIRMAN LAIER: Okay.  
21 Second.  
22 We are adjourned. Thank you,  
23 gentlemen.

Page 16

1 (The meeting concluded at  
2 9:20 a.m.)  
3 \*\*\*\*\*  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23



1 STATE OF ALABAMA)  
2 COUNTY OF MONTGOMERY)  
3  
4 I hereby certify that the above  
5 proceedings were taken down by me and  
6 transcribed by me using computer-aided  
7 transcription and that the above is a true  
8 and accurate transcript of said proceedings  
9 taken down by me and transcribed by me.  
10 I further certify that I am  
11 neither of kin nor of counsel to any of the  
12 parties nor in anywise financially  
13 interested in the outcome of this case.  
14 I further certify that I am duly  
15 licensed by the Alabama Board of Court  
16 Reporting as a Certified Court Reporter as  
17 evidenced by the ACCR number following my  
18 name found below.  
19  
20  
21  
22 VICTORIA CASTILLO, ACCR #17, 9/30/16  
23 FREELANCE COURT REPORTER

1 STATE OF ALABAMA)  
2 COUNTY OF MONTGOMERY)

3  
4

5 I hereby certify that the above  
6 proceedings were taken down by me and  
7 transcribed by me using computer-aided  
8 transcription and that the above is a true  
9 and accurate transcript of said proceedings  
10 taken down by me and transcribed by me.

11 I further certify that I am  
12 neither of kin nor of counsel to any of the  
13 parties nor in anywise financially  
14 interested in the outcome of this case.

15 I further certify that I am duly  
16 licensed by the Alabama Board of Court  
17 Reporting as a Certified Court Reporter as  
18 evidenced by the ACCR number following my  
19 name found below.

20  
21

22  
23

A handwritten signature in cursive script that reads "Victoria Castillo". The signature is written in black ink and is positioned above a horizontal line.

24  
25

VICTORIA CASTILLO, ACCR #17, 9/30/15  
FREELANCE COURT REPORTER

§	B			
<b>\$152,618.40 (1)</b> 8:7	<b>back (1)</b> 12:8	4:10,13,22;5:10;7:3, 8,16,18;15:9 <b>Commissioners (3)</b> 5:4,12,15	4:15 <b>Director (20)</b> 4:16,18;7:5,7,11,18, 23;8:6,15,21;9:2,13; 10:3,9,12,16;11:14,18; 12:2,12	7:16 <b>eyesight (2)</b> 3:4,8
<b>\$160,440 (1)</b> 13:18	<b>balancing (1)</b> 10:10	<b>commitment (1)</b> 12:17	<b>Director's (3)</b> 4:11;5:1;8:6	<b>F</b>
*	<b>based (1)</b> 11:5	<b>Committee (15)</b> 3:11,12;4:2,15,21; 5:3,7,17;6:17;7:2,6,10, 14;9:20;14:12	<b>discuss (6)</b> 7:11,14;8:18;9:1,4, 12	<b>fact (1)</b> 12:16
***** (1) 16:3	<b>basically (1)</b> 11:11	<b>Committee's (1)</b> 4:8	<b>discussed (1)</b> 8:5	<b>fairly (1)</b> 5:23
<b>A</b>	<b>beginning (1)</b> 4:17	<b>community (2)</b> 10:11,11	<b>discussing (1)</b> 7:23	<b>fall (1)</b> 13:8
<b>able (1)</b> 13:5	<b>behalf (1)</b> 5:3	<b>concluded (1)</b> 16:1	<b>Discussion (5)</b> 4:7;5:16;6:23;9:16; 10:4	<b>favor (4)</b> 4:1;6:16;9:19;14:3
<b>accept (1)</b> 6:10	<b>best (1)</b> 3:5	<b>consider (2)</b> 3:13;7:9	<b>done (5)</b> 4:21;10:9;11:10; 13:1;15:10	<b>feedback (1)</b> 4:22
<b>According (1)</b> 8:9	<b>better (1)</b> 12:18	<b>consideration (6)</b> 3:15;4:7;7:1,3,4; 12:13	<b>DR (25)</b> 3:20,22;5:18,22;6:4, 9,12,14;8:22;9:7,11,14; 10:6,22;11:16,22;13:9, 15;14:5,7;15:2,11,14, 18,19	<b>feel (3)</b> 10:5;12:23,23
<b>Actually (1)</b> 3:10	<b>bit (1)</b> 3:3	<b>context (1)</b> 11:17	<b>driven (1)</b> 12:15	<b>felt (1)</b> 12:18
<b>ADEM (6)</b> 5:10,13;7:4;11:6,14; 12:8	<b>Board (1)</b> 5:14	<b>continues (1)</b> 13:2	<b>during (2)</b> 3:13;4:13	<b>few (1)</b> 12:7
<b>ADEM's (1)</b> 5:11	<b>both (1)</b> 12:2	<b>count (1)</b> 3:7	<b>E</b>	<b>find (1)</b> 13:17
<b>adjourn (1)</b> 15:17	<b>Brown (4)</b> 4:14,20;5:2;15:4	<b>country (2)</b> 12:8,11	<b>easy (1)</b> 6:1	<b>first (3)</b> 3:15;7:20;11:19
<b>adjourned (1)</b> 15:22	<b>budget (2)</b> 12:5,10	<b>couple (1)</b> 10:8	<b>employees (1)</b> 11:13	<b>fiscal (1)</b> 11:6
<b>adjustment (5)</b> 8:15,20;12:14,21,22	<b>business (3)</b> 7:20;10:11;14:11	<b>course (1)</b> 3:14	<b>enticing (1)</b> 10:17	<b>five (1)</b> 11:19
<b>adopt (1)</b> 3:21	<b>C</b>	<b>cover (1)</b> 14:20	<b>environmental (1)</b> 10:10	<b>flat (1)</b> 12:5
<b>adopted (2)</b> 7:15,15	<b>call (1)</b> 3:9	<b>covers (1)</b> 14:21	<b>E</b>	<b>floor (1)</b> 8:18
<b>advanced (1)</b> 8:12	<b>came (2)</b> 6:1;9:2	<b>credentials (1)</b> 13:6	<b>equal (1)</b> 13:6	<b>follow (1)</b> 8:2
<b>advancement (1)</b> 8:11	<b>campaigning (1)</b> 12:21	<b>currently (1)</b> 8:7	<b>elevate (1)</b> 13:16	<b>following (1)</b> 4:18
<b>again (3)</b> 15:5,13,15	<b>can (5)</b> 8:12;9:18;12:2; 13:13,21	<b>D</b>	<b>employees (1)</b> 11:13	<b>forward (2)</b> 13:7;15:13
<b>Agenda (2)</b> 4:6;6:23	<b>candidate (1)</b> 9:6	<b>daily (1)</b> 12:9	<b>enticing (1)</b> 10:17	<b>funding (1)</b> 11:11
<b>agree (3)</b> 6:4,6;9:7	<b>carry (1)</b> 13:6	<b>date (1)</b> 15:6	<b>environmental (1)</b> 10:10	<b>G</b>
<b>along (1)</b> 3:6	<b>Chair (2)</b> 4:20;7:9	<b>day (2)</b> 3:14;4:17	<b>equal (1)</b> 13:6	<b>General (3)</b> 4:10,23;5:11
<b>Although (2)</b> 11:3,9	<b>CHAIRMAN (37)</b> 3:1,23;4:4,6,14;5:2, 20;6:5,11,15,19,21; 8:22;9:8,12,15,18,22; 10:1,6;11:20;12:6; 13:10,13,19,21;14:1,4, 6,9,15,19;15:1,3,4,16, 20	<b>dead (1)</b> 3:5	<b>especially (1)</b> 5:12	<b>gentlemen (1)</b> 15:23
<b>appropriate (1)</b> 7:22	<b>coming (1)</b> 10:19	<b>decide (1)</b> 7:21	<b>evaluation (4)</b> 4:16,19,21;15:13	<b>gets (2)</b> 11:14;13:4
<b>approved (1)</b> 6:22	<b>Comments (9)</b> 4:9;5:6,19,21;6:10; 7:12;9:2,13;13:11	<b>dedication (1)</b> 12:12	<b>eventual (1)</b> 12:3	<b>glowing (1)</b> 11:4
<b>assigned (1)</b> 7:10	<b>Commission (9)</b>	<b>deficit (1)</b> 13:2	<b>everyone (1)</b> 3:2	<b>Good (5)</b> 3:1,5;11:10,10;12:1
<b>available (2)</b> 8:10;12:10		<b>delivered (1)</b> 5:14	<b>Exactly (1)</b> 11:20	<b>grade (2)</b> 8:8;13:18
<b>aye (5)</b> 4:3;6:18;9:21;14:5,8		<b>different (1)</b> 10:23	<b>excellent (1)</b> 8:23	<b>great (1)</b> 10:9
		<b>directed (1)</b>	<b>exceptional (3)</b> 7:8;12:19;13:1	<b>guess (1)</b> 12:5
			<b>execute (1)</b>	

<p><b>H</b></p> <p><b>hard (1)</b> 10:12</p> <p><b>heavily (1)</b> 12:22</p> <p><b>held (1)</b> 3:16</p> <p><b>hire (1)</b> 13:5</p> <p><b>hope (1)</b> 10:18</p>	<p>4:11;5:5 <b>last (3)</b> 3:4;11:18;12:22</p> <p><b>leader (1)</b> 12:8</p> <p><b>least (1)</b> 12:10</p> <p><b>LeFleur (13)</b> 4:16;7:7,11,18;8:1,6; 9:2,13;10:9,12,16; 11:18;12:3</p> <p><b>LeFleur's (4)</b> 4:18;7:5;10:4;12:12</p> <p><b>level (2)</b> 3:5;13:2</p> <p><b>likewise (1)</b> 6:6</p> <p><b>limit (1)</b> 8:15</p> <p><b>line (1)</b> 3:7</p> <p><b>list (1)</b> 5:15</p> <p><b>little (1)</b> 3:3</p> <p><b>long (1)</b> 10:19</p> <p><b>look (1)</b> 10:15</p> <p><b>lot (1)</b> 11:5</p>	<p>11,14,19 <b>minutes (3)</b> 3:16,19,21</p> <p><b>more (4)</b> 8:10,12;14:14,17</p> <p><b>morning (2)</b> 3:2,14</p> <p><b>motion (12)</b> 3:18,20;6:8,9,13,21; 9:10,11,19;13:14; 14:10;15:17</p> <p><b>move (4)</b> 10:20;13:4,15;15:13</p> <p><b>moved (2)</b> 15:18,19</p> <p><b>much (1)</b> 12:15</p>	<p>12:17 <b>overall (1)</b> 6:2</p> <p><b>overly (1)</b> 12:4</p> <p style="text-align: center;"><b>P</b></p> <p><b>page (1)</b> 5:12</p> <p><b>paid (1)</b> 8:8</p> <p><b>part (1)</b> 9:1</p> <p><b>pay (13)</b> 8:11,14,14,20;10:7, 21;11:8;12:14,20,22; 13:3,18;14:10</p> <p><b>Performance (10)</b> 4:12,16;5:1;7:5,7,13, 19;8:1;11:2;12:13</p> <p><b>period (1)</b> 7:3</p> <p><b>person (1)</b> 14:20</p> <p><b>personally (1)</b> 11:23</p> <p><b>Personnel (1)</b> 4:8</p> <p><b>perspective (1)</b> 12:7</p> <p><b>pertain (1)</b> 7:13</p> <p><b>pertains (1)</b> 8:5</p> <p><b>picture (1)</b> 13:8</p> <p><b>pm (1)</b> 5:7</p> <p><b>position (3)</b> 10:18;12:2;13:4</p> <p><b>positive (1)</b> 6:3</p> <p><b>possibility (1)</b> 8:19</p> <p><b>posted (2)</b> 5:10,13</p> <p><b>prepared (1)</b> 6:7</p> <p><b>presentation (2)</b> 3:6;7:2</p> <p><b>presentations (1)</b> 5:9</p> <p><b>presented (3)</b> 5:14;7:4;8:2</p> <p><b>pretty (2)</b> 5:23;12:15</p> <p><b>previous (1)</b> 4:18</p> <p><b>problem (1)</b> 3:3</p> <p><b>process (1)</b> 5:15</p>	<p><b>processes (1)</b> 12:9</p> <p><b>proposed (2)</b> 7:14,15</p> <p><b>proposing (1)</b> 8:14</p> <p><b>prudent (1)</b> 11:7</p> <p><b>Public (6)</b> 4:10,23;5:5,9,10,11</p> <p><b>publications (1)</b> 5:8</p> <p><b>purposeful (1)</b> 7:22</p> <p><b>put (1)</b> 11:17</p>
<p style="text-align: center;"><b>I</b></p> <p><b>idea (1)</b> 8:23</p> <p><b>ideal (1)</b> 9:5</p> <p><b>impressed (1)</b> 12:11</p> <p><b>improve (1)</b> 13:3</p> <p><b>initiate (1)</b> 4:15</p> <p><b>interest (1)</b> 8:14</p> <p><b>into (1)</b> 13:8</p> <p><b>issues (1)</b> 3:13</p> <p><b>Item (4)</b> 4:6;6:23;7:20;8:4</p> <p><b>items (1)</b> 7:15</p>	<p style="text-align: center;"><b>M</b></p> <p><b>mail (1)</b> 5:15</p> <p><b>major (1)</b> 3:13</p> <p><b>making (1)</b> 8:19</p> <p><b>MARTIN (8)</b> 3:20;6:4,14;9:7,14; 10:22;14:7;15:18</p> <p><b>matter (1)</b> 5:17</p> <p><b>mean (1)</b> 6:2</p> <p><b>meet (2)</b> 7:10;15:5</p> <p><b>meeting (5)</b> 3:9,16;4:14;15:6; 16:1</p> <p><b>members (6)</b> 3:11,12;4:2,9;6:17; 9:20</p> <p><b>memo (1)</b> 5:4</p> <p><b>message (1)</b> 11:13</p> <p><b>MILLER (17)</b> 3:22;5:18,22;6:9,12; 8:22;9:11;10:6;11:16, 22;13:9,15;14:5;15:2,</p>	<p style="text-align: center;"><b>N</b></p> <p><b>need (7)</b> 9:4;10:15,17;12:1; 13:3;15:3,5</p> <p><b>needed (1)</b> 5:6</p> <p><b>nerves (1)</b> 3:7</p> <p><b>next (2)</b> 15:4,6</p> <p><b>note (1)</b> 5:5</p> <p><b>noted (3)</b> 4:20;5:2;7:6</p> <p><b>notice (1)</b> 5:8</p> <p><b>Notification (1)</b> 5:13</p> <p><b>number (1)</b> 9:3</p>	<p style="text-align: center;"><b>O</b></p> <p><b>obtain (1)</b> 4:22</p> <p><b>offer (1)</b> 6:7</p> <p><b>once (1)</b> 15:8</p> <p><b>one (4)</b> 8:13;11:19;14:14,17</p> <p><b>open (1)</b> 8:17</p> <p><b>opinion (1)</b> 11:1</p> <p><b>Opposed (4)</b> 4:4;6:19;9:22;14:6</p> <p><b>option (1)</b> 14:18</p> <p><b>order (1)</b> 3:9</p> <p><b>others (1)</b> 11:15</p> <p><b>Over (1)</b></p>	<p style="text-align: center;"><b>Q</b></p> <p><b>quorum (1)</b> 3:10</p>
<p style="text-align: center;"><b>J</b></p> <p><b>job (11)</b> 4:15;5:1;7:5,13,19; 8:1;10:9;11:2,10; 12:19;13:1</p> <p><b>July (1)</b> 5:7</p> <p><b>June (5)</b> 3:16,19,21;4:14,17</p>	<p><b>mail (1)</b> 5:15</p> <p><b>major (1)</b> 3:13</p> <p><b>making (1)</b> 8:19</p> <p><b>MARTIN (8)</b> 3:20;6:4,14;9:7,14; 10:22;14:7;15:18</p> <p><b>matter (1)</b> 5:17</p> <p><b>mean (1)</b> 6:2</p> <p><b>meet (2)</b> 7:10;15:5</p> <p><b>meeting (5)</b> 3:9,16;4:14;15:6; 16:1</p> <p><b>members (6)</b> 3:11,12;4:2,9;6:17; 9:20</p> <p><b>memo (1)</b> 5:4</p> <p><b>message (1)</b> 11:13</p> <p><b>MILLER (17)</b> 3:22;5:18,22;6:9,12; 8:22;9:11;10:6;11:16, 22;13:9,15;14:5;15:2,</p>	<p><b>obtain (1)</b> 4:22</p> <p><b>offer (1)</b> 6:7</p> <p><b>once (1)</b> 15:8</p> <p><b>one (4)</b> 8:13;11:19;14:14,17</p> <p><b>open (1)</b> 8:17</p> <p><b>opinion (1)</b> 11:1</p> <p><b>Opposed (4)</b> 4:4;6:19;9:22;14:6</p> <p><b>option (1)</b> 14:18</p> <p><b>order (1)</b> 3:9</p> <p><b>others (1)</b> 11:15</p> <p><b>Over (1)</b></p>	<p><b>position (3)</b> 10:18;12:2;13:4</p> <p><b>positive (1)</b> 6:3</p> <p><b>possibility (1)</b> 8:19</p> <p><b>posted (2)</b> 5:10,13</p> <p><b>prepared (1)</b> 6:7</p> <p><b>presentation (2)</b> 3:6;7:2</p> <p><b>presentations (1)</b> 5:9</p> <p><b>presented (3)</b> 5:14;7:4;8:2</p> <p><b>pretty (2)</b> 5:23;12:15</p> <p><b>previous (1)</b> 4:18</p> <p><b>problem (1)</b> 3:3</p> <p><b>process (1)</b> 5:15</p>	<p style="text-align: center;"><b>R</b></p> <p><b>raise (8)</b> 8:14,16;10:8,21; 11:8,14,18;14:10</p> <p><b>rate (1)</b> 13:17</p> <p><b>reactive (1)</b> 12:4</p> <p><b>ready (1)</b> 13:4</p> <p><b>really (2)</b> 8:23;11:1</p> <p><b>reasonably (1)</b> 6:3</p> <p><b>reasons (1)</b> 10:8</p> <p><b>Received (1)</b> 4:9</p> <p><b>recommendation (2)</b> 8:20;15:8</p> <p><b>recommendations (1)</b> 7:1</p> <p><b>regard (1)</b> 3:19</p> <p><b>Regarding (3)</b> 4:11,23;5:17</p> <p><b>regular (1)</b> 4:13</p> <p><b>regulation (1)</b> 8:11</p> <p><b>remaining (1)</b> 8:10</p> <p><b>replace (1)</b> 10:12</p> <p><b>replacement (2)</b> 10:18;12:3</p> <p><b>report (1)</b> 15:8</p> <p><b>reports (2)</b> 11:4,10</p>

<p><b>represent (1)</b> 7:23</p> <p><b>representative (1)</b> 5:23</p> <p><b>requested (1)</b> 5:3</p> <p><b>respect (3)</b> 7:19;10:3,5</p> <p><b>response (6)</b> 4:5;6:20;9:17,23; 13:12,20</p> <p><b>responsibility (1)</b> 9:1</p> <p><b>retire (1)</b> 10:16</p> <p><b>reviews (1)</b> 11:3</p> <p><b>right (3)</b> 10:1;13:9;15:16</p> <p><b>Robert (1)</b> 15:3</p> <p><b>role (1)</b> 10:13</p>	<p>9:3</p> <p><b>stumble (1)</b> 3:6</p> <p><b>submitted (1)</b> 5:6</p> <p><b>suggest (1)</b> 7:8</p> <p><b>summaries (1)</b> 7:12</p> <p><b>Summary (1)</b> 4:8</p> <p><b>system (1)</b> 8:9</p>	<p>12:13</p> <p><b>Work (4)</b> 4:11;12:9;15:9,15</p> <p><b>writing (1)</b> 8:2</p> <p><b>Written (7)</b> 4:9;5:6,19,20;6:10; 7:12;9:13</p>		
			<b>Y</b>	
		<b>year (4)</b> 11:18;12:22;15:5,6		
	<b>T</b>	<b>years (2)</b> 11:19;12:7		
			<b>Z</b>	
	<p><b>talked (1)</b> 10:14</p> <p><b>talking (1)</b> 5:18</p> <p><b>TAMBLING (6)</b> 13:23;14:13,17,22; 15:7,12</p>			
			<b>zero (1)</b> 11:11	
			<b>1</b>	
<b>S</b>				
<p><b>salary (5)</b> 8:6,7;10:4,5;13:16</p> <p><b>same (1)</b> 12:23</p> <p><b>Second (10)</b> 3:22;6:14;8:4;9:14, 15;13:16,19,22;14:2; 15:21</p> <p><b>sending (1)</b> 11:13</p> <p><b>sent (1)</b> 11:3</p> <p><b>set (1)</b> 15:6</p> <p><b>shortchanged (1)</b> 12:20</p> <p><b>significantly (1)</b> 12:11</p> <p><b>signifies (1)</b> 14:7</p> <p><b>signify (4)</b> 4:3;6:18;9:21;14:5</p> <p><b>similar (1)</b> 13:6</p> <p><b>small (1)</b> 9:3</p> <p><b>someone (1)</b> 13:5</p> <p><b>state (2)</b> 11:6,12</p> <p><b>status (1)</b> 11:6</p> <p><b>step (2)</b> 8:8,18</p> <p><b>steps (2)</b> 8:10,12</p> <p><b>still (1)</b></p>	<p><b>task (1)</b> 10:2</p> <p><b>tells (1)</b> 15:5</p> <p><b>thought (2)</b> 5:22;11:5</p> <p><b>three (3)</b> 3:11,13;8:10</p> <p><b>today (1)</b> 3:10</p> <p><b>two (1)</b> 8:12</p> <p><b>two-level (1)</b> 14:10</p> <p><b>two-step (4)</b> 8:16;10:7,21;13:17</p>	<p><b>1 (1)</b> 8:18</p> <p><b>15 (1)</b> 8:8</p> <p><b>17 (1)</b> 13:17</p> <p><b>19 (1)</b> 4:14</p>		
			<b>2</b>	
			<b>2 (1)</b> 4:7	
			<b>2014 (5)</b> 3:17,19,21;4:17,21	
			<b>2015 (2)</b> 4:14;5:7	
	<b>U</b>		<b>20th (1)</b> 3:17	
	<p><b>up (2)</b> 3:7;8:2</p> <p><b>uprise (1)</b> 13:7</p>		<b>21st (1)</b> 4:17	
			<b>3</b>	
	<b>V</b>		<b>3 (1)</b> 6:23	
	<p><b>Verification (2)</b> 7:17;8:3</p> <p><b>voice (1)</b> 10:23</p>		<b>31st (1)</b> 5:7	
			<b>5</b>	
	<b>W</b>		<b>5 (1)</b> 5:7	
	<p><b>wait (2)</b> 15:3,15</p> <p><b>Web (1)</b> 5:11</p> <p><b>week (1)</b> 3:4</p> <p><b>without (1)</b></p>		<b>9</b>	
			<b>9:20 (1)</b> 16:2	
			<b>90 (2)</b> 8:8;13:18	

**Part B**

## Attachment Index

**Attachment 1**

**Agenda**

**Attachment 2**

**Order to: (1) Adopt the Draft Summary of Written Comments on ADEM Director Performance Evaluation; (2) Recommend that the Commission approve a salary advance for Director LeFleur of two steps to Step 17 in Pay Grade 90 (per year salary of \$160,440.00; (3) Recommend that the Commission authorize the Personnel Committee Chair to meet with Director LeFleur regarding the Summary of Written Comments on ADEM Director Job Performance Evaluation and recommendations of the Personnel Committee adopted by the Commission and to execute the verification of understanding between the Commission and the Director regarding the results of the performance evaluation. (Agenda Items 2 and 3)**

**Attachment 1**



9/16/15

AGENDA\*  
MEETING OF THE  
PERSONNEL COMMITTEE  
OF THE  
ALABAMA ENVIRONMENTAL MANAGEMENT COMMISSION

DATE: October 16, 2015

TIME: 9:00 a.m.

LOCATION: Alabama Department of Environmental Management (ADEM) Building  
Alabama Room (Main Conference Room)  
1400 Coliseum Boulevard  
Montgomery, Alabama 36110-2400

ITEMS

1. Consideration of minutes of meeting of the Personnel Committee held on June 20, 2014\*\*
2. Discussion and consideration of Personnel Committee Chair's draft summary of written comments received from the members of the Commission and the general public on the ADEM Director's job performance
3. Discussion and consideration of recommendations the Personnel Committee will present to the Commission for consideration on the ADEM Director Job Performance Evaluation
4. Other business
5. Future Personnel Committee meeting

\* The Agenda for this meeting will be available on the ADEM website, [www.adem.alabama.gov](http://www.adem.alabama.gov), under Environmental Management Commission.

\*\* The minutes of this meeting will be available on the ADEM website under Environmental Management Commission.

**Attachment 2**

BEFORE THE  
PERSONNEL COMMITTEE  
OF THE  
ALABAMA ENVIRONMENTAL MANAGEMENT COMMISSION

MOTIONS

1. Adopt the Draft Summary of Written Comments on ADEM Director Performance Evaluation.
2. Recommend that the Commission approve a salary advance for Director LeFleur of two steps to Step 17 in Pay Grade 90 (per year salary of \$160,440.00).
3. Recommend that the Commission authorize the Personnel Committee Chair to meet with Director LeFleur regarding the Summary of Written Comments on ADEM Director Job Performance Evaluation and recommendations of the Personnel Committee adopted by the Commission and to execute the verification of understanding between the Commission and the Director regarding the results of the performance evaluation.

ORDER


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

1. That the above motions are hereby adopted; and
2. That this action has been taken and this Order shall be deemed rendered effective as of

the date shown below.

Issued this 16<sup>th</sup> day of October 2015

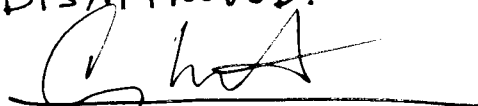
APPROVED:

  
\_\_\_\_\_  
Committee Member

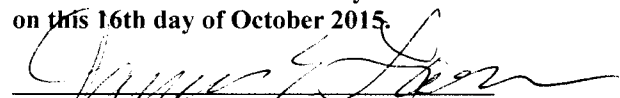
\_\_\_\_\_  
Committee Member

  
\_\_\_\_\_  
Committee Member

DISAPPROVED:

  
\_\_\_\_\_

This is to certify that this Order is a true and accurate account of the actions taken by the Personnel Committee on this 16th day of October 2015.

  
\_\_\_\_\_  
James E. Lafer, Chair  
Personnel Committee  
Certified this 16th day of October 2015