



MOBILE COUNTY EMERGENCY MANAGEMENT AGENCY

7350 Zeigler Boulevard
Mobile, Alabama 36608
(251) 460-8000

EXECUTIVE COMMITTEE MINUTES

December 14, 2022

PRESENT:

Chief A. Shayne Lovitte, City of Saraland

Mr. Eddie Kerr, Mobile County

Sgt. Bryan Mims, Saraland Police Dept.

Mr. Ronnie Adair, MCEMA

Mr. Mike Evans, MCEMA

Mrs. Diane Murphy, MCEMA

Mrs. Renetta Thames, MCEMA

VIA PHONE: Executive Director Lawrence Battiste, City of Mobile

Chief Lovitte called the meeting to order at 1:36 p.m.

APPROVAL OF NOVEMBER 2022 MINUTES: Mr. Kerr made a motion to approve the November 2022 minutes; Director Battiste seconded the motion. The minutes were approved as presented.

APPROVAL OF NOVEMBER 2022 CHECK REGISTERS: Mr. Kerr made a motion to approve, which was seconded by Director Battiste. The November check registers were approved.

APPROVAL OF NOVEMBER 2022 FINANCIAL REPORTS: Mr. Kerr made a motion to approve the financial reports. Director Battiste seconded the motion, and the November financial reports were approved.

OLD BUSINESS:

- Warehouse Construction Project: Payment Request – The contractor expects to break ground in January. We are requesting approval for Pay Request #1 in the amount of \$40,725. This initial request covers design fees. A copy was distributed for review. Director Battiste made a motion to approve this payment. The motion was seconded by Mr. Kerr and unanimously approved.
- NOAA Sidewalk Project – We are in the process of creating the bid package for release in January or early February.
- Siren Removal Bid Proposal – Wrico submitted a Scope of Work which was broken down by siren. The proposal includes everything required (a copy was distributed). They will scrap and dispose of all debris. The cost per siren is approximately \$3,330. Once approval is given, the project should be completed within 30 days. Chief Lovitte asked if Gary Hand was contacted about the radio issue. Mr. Evans did speak to Mr. Hand about removing the Kentwood radios during his travel around the siren sites. Chief Lovitte asked for a motion to approve a contract for \$159,840 with Wrico Signs to remove 48 sirens and poles within Mobile County. Mr. Kerr made the motion and Director Battiste seconded. Wrico Signs will be granted approval to complete the siren removal.

NEW BUSINESS:

- Personnel Actions – Diane Murphy, Secretary III, has announced that she will be retiring on May 1, 2023. Mr. Evans discussed her position and asked for permission to open another secretarial position with the Mobile County Personnel Board to have someone overlap and train with Diane for a couple of months. After her retirement, the agency will go back to having only one position. Chief Lovitte asked for a motion to approve the request for an additional position of Secretary III. Mr. Kerr made the motion, which was seconded by Director Battiste and passed unanimously.

ADJOURNMENT: The next meeting will be held on January 11th, 2023, at 1:30 p.m. With no further business to be discussed, Chief Lovitte made a motion to adjourn the meeting. The motion was seconded by Mr. Kerr and the meeting adjourned at 1:55 p.m.

APPROVED AND SIGNED THIS 11th DAY OF January, 2023:

R. M. Adair
A. [Signature]

[Signature]
Eddok