

STATE OF ALABAMA)(
:
COUNTY OF BALDWIN)(

The City Council met in a Work Session
at 4:30 p.m., Fairhope Municipal Complex Council Chamber,
161 North Section Street, Fairhope, Alabama 36532,
on Monday, 13 October 2025.

Present were Council President Pro Tempore Jay Robinson, Councilmembers: Jimmy Conyers and Kevin Boone, Mayor Sherry Sullivan, City Attorney Marcus E. McDowell, and City Clerk Lisa A. Hanks. Council President Jack Burrell and Councilmember Corey Martin were absent.

Council President Pro Tempore Robinson called the meeting to order at 4:30 p.m.

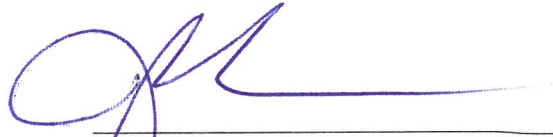
The following topics were discussed:

- The first item on the Agenda was the Discussion regarding Addition to NEOGOV Platform by Human Resources Director Hannah Noonan. She presented the attached Power Point Present titled “NEOGOV Learn: A Learning Management System” and answered questions. Mayor Sullivan explained the need and how it could help with tracking documents and certifications.
- Water and Wastewater Superintendent Daryl Morefield addressed the City Council regarding Agenda Items No. 9, No. 10, No. 11, No. 12, No. 13, and, No. 14; and answered any questions if needed.
- City Engineer Richard Johnson addressed the City Council regarding Agenda Items No. 15, No. 16, and No. 17; and answered any questions if needed. He commented that the name of the Park on No. 16 needed to be changed to Foundation Park.
- Planning and Zoning Manager Payton Rogers addressed the City Council regarding Agenda Items No. 7, and No. 8; and answered any questions if needed.
- Public Works Director George Ladd addressed the City Council regarding Agenda Items No. 18, and No. 20; and answered any questions if needed.
- IT Director Jeff Montgomery addressed the City Council regarding Agenda Item No. 21; and answered any questions if needed.
- City Treasurer Kim Creech addressed the City Council regarding the budget and stated it will now be online through Clear View.
- Gas Superintendent Wes Boyett addressed the City Council regarding Agenda Item No. 22; and answered any questions if needed. He mentioned the Phase II Cast Iron Replacement Project.
- Mayor Sherry Sullivan addressed the City Council regarding Agenda Items No. 6, No. 19, and No. 23; and answered any questions if needed. He stated that there are \$10 million in upgrades to the runway.

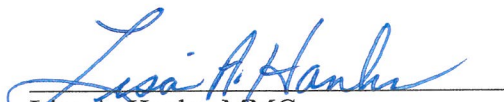
Monday, 13 October 2025
Page -2-

- Building Official Erik Cortinas addressed the City Council regarding Agenda Item No. 5; and answered any questions if needed.

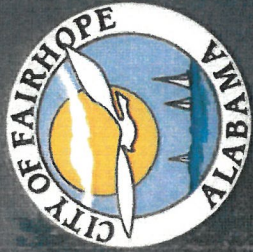
There being no further business to come before the City Council, the meeting was duly adjourned at 5:07 p.m.



Jay Robinson,
Council President Pro Tempore



Lisa A. Hanks, MMC
City Clerk



NEOGOV "Learn" A Learning Management System

Human Resources



Introduction

NEOGOV Insight: Purchased December 2023 as an upgraded Applicant Tracking System

NEOGOV Learn: Additional platform extension used to boost training and development programs

☐ Purchase request approved with FY 2026 Budget

NEOGOV Learn

Why is this important to us?



Core Values + Operational Efficiency

Safety, Compliance, and Professional Development are some of the core values of City of Fairhope employees.

One of the primary functions of HR is to support our core values in an efficient manner.

Ensuring productivity and continuity are key factors when exploring training opportunities for our employees.



Challenge: Traditional Paper and Manual Processes

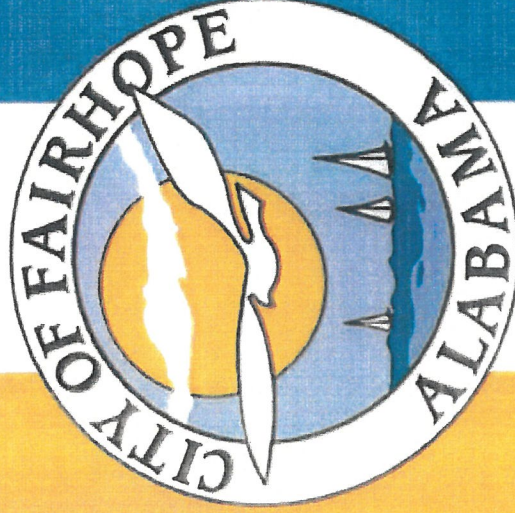
- Paper processes
 - *Lost documents = Non-Compliance*
 - *Storage volume & records retention*
- Time-Consuming
 - *Designing course content & ensuring validity*
 - *Sign up, sign in, completion & renewal documentation*



Critical Need: Employee Training and Development

- Online Training
 - Easier & more convenient access to trainings
 - Saves on instructor & travel costs
 - Automated Enrollment
 - Use New Hire & Promotion actions on recruitment platform to initiate tasks
 - Use Training/Certification Expiration Dates to enroll in renewals.
 - Ensures compliance continuity & ample opportunities for development
- Centralized Documentation
 - Classroom training
 - Online courses
 - External training events
 - Certifications & Licenses
 - Real Time Reporting
 - Succession Planning & Pathway for Development
 - Ensures best chances for success in their new roles

Current Issues



Tracking Training

- Training Schedule Defined in Safety Handbook
- Monthly Training Email Reminders
 - Developed to keep Supervisors on track and cover mandatory training per industry standards.
- Required Training Rosters
 - Informs designated parties if an employee misses training due to sick or vacation time rather than tracking individually



Certification Tracking

- CPR Instructor Lapse/Turnover – No current way to accurately track renewals.
 - Lack of accountability
- Provides repository if an instructor/trainer is unavailable.
- Train the trainer; utilizing subject matter experts employed by the City to train and certify others.

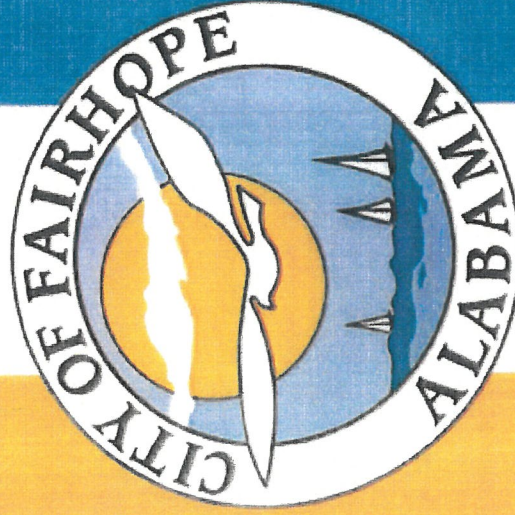


Alabama Client Feedback

Alabama A&M University
Alabama Community College System
City of Auburn
City of Enterprise
City of Trussville

Shelby County
Madison County
University of North Alabama

Cost Budgeted with FY 2026



• Cost

Year 1 - \$11,965.14

Year 2 - \$20,304.90

Year 3 - \$30,457.00

Total: \$62,727.04

- Year 1 Discounted by over \$3,000 from initial purchase quote
- Increases for year 2 and 3 are standard.
- Competitively priced with more efficient processing than other LMS options.

THANK YOU!

