

# SHELBY COUNTY

Chad Scroggins, County Manager  
County Administration Building  
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## Memorandum

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To: **All County Departments or County Building Tenants**

From: Chad Scroggins (Distributed by County Intranet & Email)

Cc: Judge Bostick  
Judge Boyd  
Sheriff Samaniego  
Mary Harris, Circuit Clerk  
Matt Casey, DA  
Julius Cook, S4C  
Amy Sturdivant, 58 Inc.  
Jennifer Nalu, Court System  
Mimi Penhale, SCLDO  
John Vanderford, Al. Cooperative Extension  
Shaun Styers, JCS  
Don Armstrong, Property Tax Commissioner  
Judge Welborn  
Shelby County Commission  
Ahzshaka Johnson, DHR  
Lina Evans, Coroner  
Maria Tidmore, Bd. of Registrars  
Kirk Mancer, GSCC  
Kathy Davis, Harrison Regional Library  
Lindsey Stephenson, CAW

Date: January 8, 2025

Subject: Inclement Weather and Related Notifications

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When a decision is made to have a delayed opening, early closing or the closing of the offices or county buildings for the day, the announcements will be publicized on ABC 33/40, FM Radio Stations 104.7, 97.3, 106.9, 98.7, 95.7 and AM Station 610. The notice should be accessible on the front page of ABC3340's website at [www.abc3340.com](http://www.abc3340.com).

You will likely be notified by phone by your supervisor. If your personal phone number has changed please notify your supervisor. Additionally, you may call 205-670-6411 to obtain information regarding changes for county offices in operating hours or building closure information. The information will be available at <http://www.shelbyal.com/status/>.

Sheriff's Office, Juvenile Detention, Highway, Water Services, Environmental Services-Landfill, and Emergency Management personnel must follow the protocols established by your respective departments applicable to the 24/7 operations.

Please be careful traveling during inclement weather!

Thank you for your attention to this matter and if you have a question, please contact me through my email address.

**PLEASE DISTRIBUTE A COPY TO ALL EMPLOYEES or COUNTY BUILDING TENANTS**