

MINUTES OF MEETING OF THE SPOKANE COUNTY CIVIL SERVICE COMMISSION

Minutes of the meeting of the Spokane County Civil Service Commission held at 1:00 p.m. on Tuesday, January 12, 2021 via web-conference using the Zoom online software program. In attendance were: Julie Waters, Chair; Bonnie Bush, Steve Peterson, and Steve Twiggs, Members; Ashlee Torres, Secretary and Mark McClain, Deputy Prosecuting Attorney. Also present were: Mary Schultz, Mike Kitson, and Civil Service Specialists Teah Moore & Laura Schwebs. Commissioner Jim Nicks was excused from today's meeting.

Motion was made by Mr. Twiggs to dispense with the reading of the minutes of the December 8, 2020 Civil Service Commission meeting, and accept them as presented. Seconded and unanimously approved.

The Commission welcomed Steve Peterson to the board. Mr. Peterson's term as a Civil Service Commissioner will be effective from December 15, 2020 – December 15, 2026 (BOCC Resolution 20-0995).

Status update for Jeffrey Thurman appeal. Ms. Waters invited Ms. Schultz to move this item to the start of the meeting. Ms. Schultz and Mr. Kitson indicated that the trial for Jeffrey Thurman is presently set for April 12, 2021. Mr. Twiggs made a motion for Ms. Schultz to provide a status update at the monthly Civil Service meeting on April 13, 2021. This update may be in written form or in-person. This motion was seconded and unanimously approved.

Eligibility list for Lieutenant was presented. This list contains four (4) names and has an expiration date of December 16, 2021. Mr. Twiggs moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Sheriff's Technical Assistant II was presented. This list contains eight (8) names and has an expiration date of December 10, 2021. Mr. Twiggs moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Deputy Sheriff-Lateral was presented. This is a merged list that contains 11 names with various expiration dates. Mr. Twiggs moved to approve the list as presented. Seconded and unanimously approved.

New CJTC PAT Standards. Ms. Torres informed the commission that they are working with the Sheriff's training and background unit to determine what part of the selection process for the deputy position they will be requiring the PAT to be completed by applicants. This is still an ongoing conversation with the Sheriff's office and Civil Service will keep the commission updated, as needed. No action needed by the commission, at this time.

Leave of absence request- Deputy Pierson. For information, only. No action needed by the commission.

Leave of absence request- Deputy Lever. For information, only. No action needed by the commission.

Eligibility list extension for Emergency Planning Coordinator-DEM. Hiring restrictions were set by the county last year due to the COVID-19 pandemic. Due to these restrictions, Deputy Director Chandra Fox submitted a request to the commission for an expiration date extension on the current eligibility list for Emergency Planning Coordinator-DEM. Mr. Twiggs moved to approve the

requested 90-day extension of the current eligibility list. The new expiration date is now May 4, 2021. Seconded and unanimously approved.

Rule XII Certification. Due to a change in RCW 41.14.060 (7) that went into effect July 2020, Civil Service Rule XII, Section 1 needs to be amended to reflect these RCW changes from the 'Rule of 3' to the 'Rule of 5'. Mr. Peterson moved to post this rule change for the required amount of time for public comment. If no comments are received, this rule change will be voted on during next month's meeting. Seconded and unanimously approved.

No applications were requested to be denied by the Sheriff's Office this month.

Last month (December 2020) there were two new Background Investigators hired, one promotion to Sergeant, and one promotion to RIG9 Supervisor.

TEST SCHEDULE

Sheriff's Technical Assistant II

January 6, Oral Board Interviews

During executive session, four (4) unsatisfactory probation reports were reviewed by the Commissioners.

The next regular monthly meeting of the Spokane County Civil Service Commission will be held at 1:00 p.m. on Tuesday, February 9, 2021 via online video conference platform, ZOOM. If the Governor's COVID-19 order for in-person meetings change, a notification of the meeting location change will be sent out in advance. Meeting adjourned at 1:49 p.m.

Julie Waters, Chair

Ashlee Torres, Secretary

Bonnie Bush, Member

Steve Peterson, Member

Steve Twiggs, Member