

## MINUTES OF MEETING OF THE SPOKANE COUNTY CIVIL SERVICE COMMISSION

Minutes of the meeting of the Spokane County Civil Service Commission held at 2:00 p.m. on Tuesday, February 12, 2019, in the Broadway Centre 4<sup>th</sup> Floor Conference Room, Spokane, WA 99260. Those present were Steve Twiggs, Chair; Charles Cinq-Mars, Rick Mendoza, and Julie Waters; Members, Nancy Paladino, Secretary and Ron Arkills, Deputy Prosecuting Attorney. Commissioner Jim Nicks was excused from today's meeting.

Motion was made by Mr. Mendoza to dispense with the reading of the minutes of the meeting of January 8, 2019, and accept them as presented. Seconded and unanimously approved.

Eligibility list for Communications Officer-Intermediate was presented. This list contains one (1) name and will expire on January 21, 2020. Ms. Waters moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Automotive Technician was presented. This list contains four (4) names and will expire on February 4, 2021. Mr. Mendoza moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Background Investigator- Extra Help was presented. This is a merged list that contains twelve (4) names with various expiration dates. Mr. Mendoza 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 19 names with various expiration dates. Mr. Mendoza moved to approve the list as presented. Seconded and unanimously approved.

Detective/Corporal Job Description Revision. The Sheriff's Office has included duties of Public Information Officer into this job description. Mr. Mendoza moved to approve this revision as presented. Seconded and unanimously approved.

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

### TEST SCHEDULE

|   |                                  |
|---|----------------------------------|
| Communications Officer                                      | February 9, PST Written          |
| <del>SCC Automotive Bldg. Tour &amp; Networking Event</del> | <del>February 13 cancelled</del> |
| Communications Officer                                      | February 15, Zone911/Criticall   |
| Hiring for Heroes Job Fair                                  | February 21                      |
| Deputy Sheriff-Entry  | February 26, PAT                 |

The next regular monthly meeting of the Spokane County Civil Service Commission will be held at 2:00 p.m. on Tuesday, March 12, 2019, in the Human Resources Learning Center, HR Building, 824 N. Adams St., Spokane, WA 99260. Meeting adjourned at 2:12 p.m.

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Steve Twiggs, Chair

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Nancy J. Paladino, Secretary

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Charles Cinq-Mars, Member

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Rick Mendoza, Member

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Julie Waters, Member