

## 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 13, 2018, in the Spokane County Human Resources Learning Center, 824 N. Adams St., Spokane, WA 99260. Those present were Jim Nicks, Chair; Steve Twiggs, and Julie Waters; Members, Nancy Paladino, Secretary and Ron Arkills, Deputy Prosecuting Attorney. Also present were: Lieutenant Rob Sherar, Forensic Unit Supervisor Lacey Miller and Civil Service Specialists Ashlee Torres and Teah Moore. Commissioners Rick Mendoza and Charles Cinq-Mars were absent from today's meeting.

Motion was made by Mr. Twiggs to dispense with the reading of the minutes of the meeting of January 9, 2018, and accept them as presented. Seconded and unanimously approved.

Eligibility list for Deputy Sheriff-Intermediate Lateral was presented. This is a merged list that contains 12 names with various expiration dates. Ms. Waters 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 25 names with various expiration dates. Ms. Waters moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Communications Officer was presented. This is a merged list that contains 16 names with various expiration dates. Ms. Waters moved to approve the list as presented. Seconded and unanimously approved.

Election of Acting Chairman is tabled until the next meeting.

Job Description Revision for Accounting Technician 4. Mr. Twiggs moved to approve the revisions as presented. Seconded and Unanimously approved.

Job Description Revisions for Automotive Technician and Fleet Manager have been tabled until next meeting.

Job Description Revision for Forensic Unit Supervisor. Mr. Twiggs moved to approve the revisions as presented. Seconded and unanimously approved.

One application for Deputy Sheriff-Entry Level was requested to be denied by the Sheriff's Office this month.

### TEST SCHEDULE

Sr. Data Information Analyst  
Communications Officer  
Communications Officer

February 14, Oral Boards  
February 7, Zone 911/CritiCall  
February 16, Zone 911/CritiCall

The next regular monthly meeting of the Spokane County Civil Service Commission will be held at 2:00 p.m. on Tuesday, March 13, 2018 in the Human Resources Learning Center, HR Building, 824 N. Adams St., Spokane, WA 99260. Meeting adjourned at 2:45 p.m.

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Jim Nicks, Chair

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Nancy J. Paladino, Secretary

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Steve Twiggs, Member

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Julie Waters, Member