

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, March 8, 2022 via web-conference using the Zoom online software program. In attendance were: Steve Peterson, Chair; Bonnie Bush, Jim Nicks, Steve Twiggs, and Julie Waters; Members, Ashlee Torres, Secretary and Casey Evans, Deputy Prosecuting Attorney. Also present were: John Grasso, Lt. Andrew Buell, Craig Chamberlin, and Civil Service Specialists Teah Moore & Laura Schwebs.

Motion was made by Ms. Waters to dispense with the reading of the minutes of the February 8, 2022 Civil Service Commission Meeting, and accept them as presented. Seconded and unanimously approved.

Motion was made by Ms. Waters to dispense with the reading of the minutes of the March 3, 2022 Civil Service Commission Special Meeting, and accept them as presented. Seconded and unanimously approved.

Eligibility list for Automotive Technician was presented. This list contains one (1) name and will expire on January 31, 2023. Mr. Twiggs moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Sheriff's Investigative Analyst was presented. This list contains five (5) names and will expire on February 6, 2023. Mr. Twiggs moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Sheriff's Technical Assistant 2 (Full-Time) 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.

Eligibility list for Sheriff's Technical Assistant 2 (Part-Time) was presented. This is a merged list that contains 13 names with various expiration dates. Mr. Twiggs moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Sheriff's Technical Assistant 3 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.

Eligibility list for Deputy Sheriff-Lateral was presented. This is a merged list that contains 22 names with various expiration dates. Mr. Twiggs moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Officer Candidate/Deputy Sheriff was presented. This is a merged list that contains 75 names with various expiration dates. Ms. Waters moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Grant/Contract Coordinator was presented. This is a merged list that contains two (2) names with various expiration dates. Ms. Waters moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Detective/Corporal was presented. This list contains 30 names and will expire on March 1, 2023. Mr. Twiggs moved to approve the list as presented. Seconded and unanimously

Leave of Absence Request- Deputy C. Cupo. Deputy Cupo was granted a leave of absence request by Sheriff Knezovich. Leave will begin on 01/31/2022 with a projected return date of 12/01/2022. For information, only. No action needed by the Commission.

Leave of Absence Request- Deputy J. Bulpin. Deputy Bulpin was granted a leave of absence request by Sheriff Knezovich. Leave will begin on 02/18/2022 with a projected return date of 12/18/2023. For information, only. No action needed by the Commission.

Pre-Hearing Conference- Craig Chamberlin. Mr. Twiggs made a motion requesting the Public Hearing in this matter be scheduled for Tuesday, April 19, 2022 at 1:00 p.m. Seconded and unanimously approved.

Ms. Waters made a motion to set the discovery deadline for all involved parties for Friday, April 1, 2022. Seconded and unanimously approved.

Ms. Waters made a motion to set the deadline for witness lists for Wednesday, April 6, 2022. Seconded and unanimously approved.

Ms. Waters made a motion to set the Discovery Conference for all involved parties during the April Civil Service Commission meeting on Tuesday, April 12, 2022 at 1:00 p.m. Seconded and unanimously approved.

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

Last month (February 2022) the Sheriff’s Office hired one (1) Regional Training/Accreditation Program Manager.

TEST/EVENT SCHEDULE

Deputy Sheriff Entry Level	March 2, Oral Board Interviews
Grants/Contract Coordinator	March 2, Oral Board Interviews
Deputy Sheriff-Lateral	March 8, PAT & Oral Board Interviews
Deputy Sheriff Entry Level	March 9, Oral Board Interviews
Sheriff’s Technical Assistant III	March 10, Written & Oral Board Interviews
Deputy Sheriff Entry Level	March 16, Oral Board Interviews
Sheriff’s Technical Assistant II	March 16, Oral Board Interviews
Deputy Sheriff-Lateral	March 22, PAT & Oral Board Interviews
Deputy Sheriff Entry Level	March 23, Oral Board Interviews
Deputy Sheriff-Lateral	March 29, Virtual Information Session

The next regular monthly meeting of the Spokane County Civil Service Commission will be held at 1:00 p.m. on Tuesday, April 12, 2022 at Spokane County Human Resources Learning Center, 824 N. Adams St. Spokane, WA 99260. Meeting adjourned at 1:26 p.m.

Steve Peterson, Chair

Ashlee Torres, Secretary

Bonnie Bush, Member

Jim Nicks, Member

Steve Twiggs, Member

Julie Waters, Member