

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 9, 2021 via web-conference using the Zoom online software program. In attendance were: Julie Waters, Chair; Bonnie Bush and Steve Peterson; Members, Ashlee Torres, Secretary and Casey Evans, Deputy Prosecuting Attorney. Also present were: Civil Service Specialists Teah Moore & Laura Schwebs. Commissioners Jim Nicks and Steve Twiggs were excused from today's meeting.

Motion was made by Mr. Peterson to dispense with the reading of the minutes of the meeting of February 9, 2021, and accept them as presented. Seconded and unanimously approved.

Eligibility list for Deputy Sheriff-Lateral was presented. This is a merged list that contains 14 names with various expiration dates. Ms. Bush moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Sergeant was presented. This list contains three (3) names and has an expiration date of February 10, 2022. Mr. Peterson moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Sheriff's Technical Assistant II was presented. This is a merged list that contains five (5) names with various expiration dates. Ms. Bush moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Automotive Technician was presented. This list contains two (2) names and will go into effect upon exhaustion or expiration of the current eligibility list. Mr. Peterson moved to approve the list as presented. Seconded and unanimously approved.

Accounting Technician IV Job Description revision. Mr. Peterson moved to approve the revision as presented. Seconded and unanimously approved.

Civil Service Annual Report 2020. Ms. Torres presented the 2020 Annual Report per Civil Service Rule XXIII Section 2: Reports by Civil Service Commission. Ms. Waters recommended making an addition under "Recommendation and Goals for 2021" to include the Civil Service Commissioners support of the Civil Service office to request access from the budget office to have use of the Questica software. No further action needed by the Commission. This report will be finalized and forwarded to the Board of County Commissioners.

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

Last month (February 2020) there were six (6) entry level deputies hired, one (1) deputy sheriff-lateral hired, one (1) forensic technician hired, three (3) promotions to Detective/Corporal, two (2) promotions to Sergeant, and one (1) promotion to Lieutenant.

TEST SCHEDULE

Sheriff's Technical Assistant II
Deputy Sheriff-Lateral
Accounting Technician IV

Oral Boards, March 2
Physical Ability Test, March 8
Written & Oral Board, March 31

Prior to the adjournment of the meeting, Ms. Torres held a video presentation of the new Spokane County Sheriff's Office recruiting website and recruiting video. This information can be found by visiting: www.spokanesherriff.info.

The next regular monthly meeting of the Spokane County Civil Service Commission will be held at 1:00 p.m. on Tuesday, April 13, 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 1:24 p.m.

Julie Waters, Chair

Ashlee Torres, Secretary

Bonnie Bush, Member

Steve Peterson, Member