

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, April 14, 2020 via web-conference using the Zoom online software program. Those present were Julie Waters, Chair; Bonnie Bush, Charles Cinq-Mars, Jim Nicks, and Steve Twiggs; Members, Ashlee Torres, Secretary and Ron Arkills, Deputy Prosecuting Attorney. Also present were: Deputy Prosecuting Attorney Casey Evans, Sheriff's Chief Administrative Officer Todd Mielke, Chief Examiner Nancy Paladino, and Civil Service Specialist Teah Moore.

Motion was made by Mr. Twiggs to dispense with the reading of the minutes of the meeting of March 10, 2020, and accept them as presented. Seconded and unanimously approved.

Eligibility list for Fleet Manager was presented. This list contains four (4) names and has an expiration date of March 17, 2021. Mr. Cinq-Mars moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Deputy Sheriff Entry Level was presented. This is a merged list that contains 43 names with various expiration dates. Mr. Cinq-Mars 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 27 names with various expiration dates. Mr. Cinq-Mars moved to approve the list as presented. Seconded and unanimously approved.

2019 Annual Report. Ms. Paladino presented the 2019 Annual Report for final review by the Commissioners before it is submitted to the BOCC. After a couple typo adjustments, the commission approved the report for submission.

Due to the COVID-19 pandemic, the testing for Public Records Specialist has been delayed until Governor restrictions are lifted due to the social distancing guidelines. The Detective written examination was initially delayed but was since rescheduled for March 31, 2020 at the request of the Sheriff.

Ms. Torres updated the Commission on the current testing postponements with Public Safety Testing due to the COVID-19 pandemic and social distancing guidelines. The Sheriff's Office opted to receive written scores that were at least one-year old including those with non-passing physical ability test scores in order to continue the processing of Deputy Sheriff Entry Level applications. No action needed by the Commission.

Ms. Paladino informed the Commission that due to the ongoing COVID-19 pandemic, she and Civil Service Specialist Teah Moore are currently telecommuting part-time. No action needed by the Commission.

Deputy Director-Department of Emergency Management Job Description Revision. CAO Todd Mielke informed the Commission that he is in the process of reorganizing the Sheriff's Administration. The Deputy Director- DEM position will now be classified as an appointed position. Mr. Twiggs moved to approve this revision as presented. Seconded and unanimously approved.

Motion was made by Mr. Twiggs that effective July 1, 2020, one Undersheriff position is to be removed as an exempt position, the Deputy Director- Department of Emergency Management position is substituted in its place, and Chandra Fox will be appointed to the newly created exempt/classified DEM Deputy Director position. This motion was seconded and unanimously approved.

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

TEST SCHEDULE

Detective/Corporal

April 21-23, Oral Boards

The next regular monthly meeting of the Spokane County Civil Service Commission will be held at 1:00 p.m. on Tuesday, May 12, 2020, in the Spokane County Sheriff's Training Center, Room #24, 6011 N. Chase Rd., Newman Lake, WA 99025. Meeting adjourned at 1:25 p.m.

Julie Waters, Chair

Ashlee Torres, Secretary

Bonnie Bush, Member

Charles Cinq-Mars, Member

Jim Nicks, Member

Steve Twiggs, Member