

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, May 12, 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. Cinq-Mars to dispense with the reading of the minutes of the meeting of April 14, 2020, and accept them as presented. Seconded and unanimously approved.

Eligibility list for Deputy Sheriff Entry was presented. This is a merged list that contains 78 name 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 30 names with various expiration dates. Mr. Twiggs moved to approve the list as presented. Seconded and unanimously approved.,

Eligibility list for Detective/Corporal was presented. This list contains 22 names and will go into effect upon exhaustion or expiration of the current list and will be in effect for two years thereafter. Mr. Cinq-Mars moved to approve the list as presented. Seconded and unanimously approved.

Deputy Director-Department of Emergency Management Job Description Revision. Mr. Twiggs moved to approve the revision as presented. Seconded and unanimously approved.

Instructional Systems Designer Job Description Revision. Mr. Cinq-Mars moved to approve the revision as presented. Seconded and unanimously approved.

Sheriff's Office Reclassification Study for Crime Information Analyst Positions. A full desk audit was completed for Crime Information Analysts Nicole Pamplin and Nichelle Matchoka by Civil Service. Upon completion of both audits, Ms. Paladino recommended a reclassification to Sheriff's Crime Investigative Analysts for these two positions. No action needed by the Commission at this time.

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

TEST SCHEDULE

Officer Candidate Deputy Sheriff
Deputy Sheriff-Lateral

May 12-14, PAT
May 26, PAT

The next regular monthly meeting of the Spokane County Civil Service Commission will be held at 1:00 p.m. on Tuesday, June 9, via online video conference platform, ZOOM. If the Governor's COVID-19 order for in-person meetings change, a notification of meeting change will be sent out in advance. Meeting adjourned at 1:28 p.m.

Julie Waters, Chair

Ashlee Torres, Secretary

Bonnie Bush, Member

Charles Cinq-Mars, Member

Jim Nicks, Member

Steve Twiggs, Member