

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, May 14, 2019, in the Spokane County Human Resources Learning Center, 824 N. Adams St., Spokane, WA 99260. Those present were Steve Twiggs, Chair; Charles Cinq-Mars, Jim Nicks, and Julie Waters; Members, Nancy Paladino, Secretary and Ron Arkills, Deputy Prosecuting Attorney. Also present were: Civil Service Specialists Ashlee Torres and Teah Moore. Commissioner Rick Mendoza was excused from today's meeting.

Motion was made by Ms. Waters to dispense with the reading of the minutes of the meeting of April 9, 2019, and accept them as presented. Seconded and unanimously approved.

Eligibility list for Deputy Sheriff-Entry Level was presented. This is a merged list that contains 84 names with various expiration dates. Mr. Cinq-Mars moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Automotive Technician was presented. This is a merged list that contains seven (7) names with various expiration dates. Ms. Waters moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Background Investigator (Extra Help) was presented. This is a merged list that contains 17 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 18 names with various expiration dates. Mr. Cinq-Mars 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 12 names with various expiration dates. Ms. Waters moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Communications Officer-Lateral 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.

2018 Annual Report-Update. Ms. Paladino informed the commission that she made the suggested amendments to the 2018 Annual Report from the last meeting and submitted the document to the BOCC. No action needed by the Commission.

Revised Job Descriptions Sent to Human Resources. Ms. Paladino informed the Commission that the revised Civil Service job descriptions were sent to the Human Resources Department immediately after last month's Civil Service to be included in the County's Compensation Study. HR was unable to accept these changes as the previous job descriptions have already been submitted.

Sheriff's Request for Probation Extension. The Sheriff's Office has requested to extend the probation of an Entry Level Deputy Sheriff for 90-days. Mr. Nicks moved to approve the request. Seconded and unanimously approved.

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

TEST SCHEDULE

Communications Officer	May 3, Oral Boards
Deputy Sheriff-Lateral	May 7, PAT
Communications Officer	May 10, Zone 911/CritiCall
Forensic Technician	May 21 & 22, Oral Boards
KHQ/WorkSource Job Fair	May 23
Communications Officer	May 24, 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, June 11, 2019, in the Human Resources Learning Center, HR Building, 824 N. Adams St., Spokane, WA 99260. Meeting adjourned at 2:13 p.m.

Steve Twiggs, Chair

Nancy J. Paladino, Secretary

Charles Cinq-Mars, Member

Jim Nicks, Member

Julie Waters, Member