

## 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, August 11, 2020, via web-conference using the Zoom online software program. Those present were Julie Waters, Chair; Bonnie Bush, Charles Cinq-Mars, and Steve Twiggs; Members, and Ashlee Torres, Secretary. Also present were: Civil Service Specialists Teah Moore and Laura Schwebs, and Undersheriff John Nowels. Commissioner Jim Nicks was excused from today's meeting.

The Civil Service office was proud to introduce the newest Civil Service Specialist, Laura Schwebs. Laura was hired by the office on August 1, 2020.

Motion was made by Mr. Twiggs to dispense with the reading of the minutes of the meeting of July 14, 2020, and accept them as presented. Seconded and unanimously approved.

Eligibility list for Deputy Sheriff Intermediate Lateral was presented. This is a merged list that contains six (6) 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 27 names with various expiration dates. Mr. Cinq-Mars moved to approve the list as presented. Seconded and unanimously approved.

Sheriff's Regional Intelligence Group Supervisor Job Description. Mr. Twiggs moved to approve this new job description as presented. Seconded and unanimously approved.

WA Civil Service Conference Update. At this time, no update has been given by Foster-Garvey regarding the annual Washington State Civil Service Conference.

BOCC Resolution 20-0532- Deputy Director Appointment. For information purposes, only. No action needed by the Commission.

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

Last month (July 2020) there was one forensic technician hired, two promotions to detective, two promotions to sergeant, and one promotion to lieutenant.

### TEST SCHEDULE

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|---------------------|--|
| Deputy Sheriff      | August 11, CJTC PAT                        |
| Sergeant            | August 12, Written                         |
| Sergeant            | August 19, Oral Boards                     |
| Forensic Technician | August 20, Written                         |
| Forensic Technician | August 21, Written (Special Accommodation) |
| Forensic Specialist | August 21, Oral Board                      |
| Deputy Sheriff      | August 29 & 30, PST Written/PAT            |

The next regular monthly meeting of the Spokane County Civil Service Commission will be held at 1:00 p.m. on Tuesday, September 8, 2020 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.

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Julie Waters, Chair

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Ashlee Torres, Secretary

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Bonnie Bush, Member

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Steve Twiggs, Member