

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, August 14, 2018, in the Spokane County Human Resources Learning Center, 824 N. Adams St., Spokane, WA 99260. Those present were Rick Mendoza, Chair; Steve Twiggs, and Julie Waters; Members, Nancy Paladino, Secretary and Ron Arkills, Deputy Prosecuting Attorney. Also present were: Civil Service Specialist Team Moore, Sgt. Marty Tucker and Tony Anderman. Commissioners Jim Nicks and Charles Cinq-Mars were excused from the meeting.

New Proposed Lateral Physical Ability Test (PAT) was moved to the start of the meeting. The Sheriff's training unit wants the physical ability test for lateral applicants to be geared more towards the position itself and not the WA CJTC standards. No motion by the Commission is needed since the Commission granted the Chief Examiner consent to approve what tests are recommended for positions several years ago. Mr. Twiggs recommended to re-evaluate this PAT a year after implementation to see if any adjustments would need to be made at that time.

Motion was made by Ms. Waters to dispense with the reading of the minutes of the meeting of July 10, 2018, and accept them as presented. Seconded and unanimously approved.

ELIGIBILITY LISTS

Eligibility list for Deputy Sheriff- Entry Level was presented. This is a merged list that contains 133 names with various expiration dates. Ms. Waters moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Sheriff's Technical Assistant 2 was presented. This list contains eight (8) names and will go into effect upon expiration or exhaustion of the current eligibility list. Mr. Twiggs moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Sheriff's Technical Assistant 3 was presented. This list contains four (4) names and upon expiration or exhaustion of the current eligibility list. Ms. Waters 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 Deputy Sheriff-Lateral was presented. This is a merged list that contains 17 names with various expiration dates. Mr. Twiggs moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Forensic Lead Specialist was presented. This list contains two (2) names and has an expiration date of August 7, 2019. Ms. Waters moved to approve the list as presented. Seconded and unanimously approved.

Eligibility list for Automotive Technician was presented. This list contains three (3) names and has an expiration date of August 8, 2020. Mr. Twiggs moved to approve the list as presented. Seconded and unanimously approved.

Civil Service Rule Revisions. This item has been tabled until the full commission is present.

2018 Civil Service Conference. This year's conference is going to be held in Yakima, WA on September 20-21st. Civil Service Specialist, Ashlee Torres, will be in attendance.

New Law Enforcement Hearing Standards per Risk Management from the American College of Occupational and Environmental Medicine. Job descriptions will make reference to the new standards that Risk Management will follow. No action needed by the Commission.

Adding "Full Time" to Job Description. Civil service may define "full time" on specific positions that require a certain amount of experience to qualify. This can be updated on the job posting, not the job description. No action needed by Commission.

Four applications were requested to be denied by the Sheriff's Office this month.

TEST SCHEDULE

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| Forensic Lead Specialist | August 2, Oral Boards |
| Automotive Technician | August 9, Written & Oral Boards |
| Forensic Technician | August 17, Written |
| Forensic Specialist | August 17, Written |

The next regular monthly meeting of the Spokane County Civil Service Commission will be held at 2:00 p.m. on Tuesday, September 11, 2018, in the Human Resources Learning Center, HR Building, 824 N. Adams St., Spokane, WA 99260. Meeting adjourned at 3:14 p.m.

Rick Mendoza, Chair

Nancy J. Paladino, Secretary

Steve Twiggs, Member

Julie Waters, Member