

Pacific County Civil Service Commission
REGULAR MEETING
Tuesday, April 21, 2015

In Attendance: Chair Bob Jones, Vice-Chair Steve Young, Commissioner Carol Mclean, Sheriff Scott Johnson, Chief Deputy Denise Rowlett, Chief Deputy Pat Matlock, Chief Deputy Stephanie Fritts, Commissioner Steve Rogers, Administrative Asst Amanda Bennett

- I. Meeting called to order by Chair Bob Jones at 3:00pm
- II. Carol Mclean moved to approve the minutes from March 17, 2015 and Special Meeting March 27, 2015
 - Steve Young Seconded- Carried 3 AYE 0 NAY
- III. Administrator's Report
 - a. Removal of Undersheriff Todd Fosse from employee List; Hire of Sam Schouten as Deputy Sheriff as of April 1, 2015
 - b. Request to approve Corrections Sergeant register with two names
 - i. Carol Mclean moved to approve the Corrections Sergeant register
 - 1. Steve Young Seconded; 3 AYE 0 NAY CARRIED
 - c. Request to approve the Entry Level Corrections Officer register with three names
 - i. Carol Mclean moved to approve the Entry Level Corrections Officer register
 - 1. Steve Young Seconded; 3 AYE 0 NAY CARRIED
 - d. Request removal of eligible due to background check and another eligible due to request to be removed
 - i. Request approved unanimously per Commission
 - e. Will supply amended draft rule 10.04 to be approved for next meeting
- IV. SHERIFF
 - a. PacCom is vetting applicants right now and will be hiring at least one person very soon
 - b. Two employees are going to CJTC Training for first phase this week, K9 handler is in training, employee with injury is out
 - c. May be limiting calls while all employees are out or may revisit emergency hires
 - d. Sheriff will be attending conference in Wenatchee regarding CJTC rule changes
 - e. Discussion of standards of Officers and upcoming obstacles they may face
- V. PACCOM
 - a. Interviewing five (5) individuals before the end of the month; able to hire 2
- VI. CORRECTIONS

- a. Discussion about inmate situation from the weekend; round the clock supervision required and is in Pacific County jail
- VII. SUPPORT SERVICES
 - a. One of their current clerks has been open about testing in another area; she is currently #1 on that register and could be leaving in June/July
- VIII. EXECUTIVE SESSION
 - a. Chair Bob Jones called an Executive Session in regards to RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee
 - b. Requested time: 15 minutes
 - c. Began Executive Session at 3:25pm
 - d. Ended Executive Session at 3:36pm
- IX. OTHER BUSINESS
 - a. Carol Mclean moved to appoint Amanda Bennett as Secretary/Chief Examiner for Civil Service
 - i. One application was accepted for Chief Examiner; Amanda Bennett has been acting as such position and the Civil Service Commission feels she has done the job well
 - ii. Steve Young Seconded; 3 AYE 0 NAY CARRIED

Closed Meeting at 3:37pm