

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

In Attendance: Chair Bob Jones, Vice-Chair Steve Young, Commissioner Mike Shults, Undersheriff Ron Clark, Chief Deputy Denise Rowlett, Chief Deputy Pat Matlock, Chief Deputy Stephanie Fritts, Sheriff Scott Johnson, Pacific County Commissioner Steve Rogers, Chief Examiner Amanda Bennett

- I. Meeting called to order by Chair Bob Jones at 3:00pm
- II. Bob Jones moved to approve the June 16, 2015 minutes
 - a. Steve Young Seconded; 3 AYE 0 NAY CARRIED
- III. Bob Jones introduced our new Commissioner Mike Shults
- IV. Examiner's Report
 - a. Employee List; Steve Ross is now an official Deputy and Telecommunicator Bobbie Jo Bighill is resigning as of 7/31/2015
 - b. Registers
 - i. Telecommunicator register was just canvassed and removed another name per their request; will now have 2 names. Due to resignation of current employee would recommend exam
 - ii. Corrections Officer register is down to 2 names but with not foreseeing opening can wait to exam
 - c. Process of Order
 - i. Would like any correspondence on letterhead
 - ii. Informal questions remain through email/phone
 - iii. Provide requests to Commission before meeting to give time to review
 - d. Rule 8.04
 - i. In August 2014 minutes stated reason for having this rule amended
 - ii. Discussion over where rule started and how we got to where it is now
- V. PACCOM
 - a. Hired 2 trainees- are doing very well
 - b. Bobbie Jo Bighill resigned as of 7/31/2015
 - i. Would like to examine again to fill register
 - c. FMLA employee leaving soon
 - d. IT personnel pulled back to radio and lead to help with two 8-hour vacancies
- VI. CORRECTIONS
 - a. Shane March is doing very well; can't work alone quite yet but is attending academy in October
 - b. May need to look into casual Cooks; nothing official

VII. SUPPORT SERVICES

- a. Vetted the Clerk/Secretary register; down to 3 names and moving forward with interviews, ect.

VIII. OTHER BUSINESS

- a. Tom Benenati may be removed as a Reserve
- b. Rules seem outdated and would like to see them updated; RCW compliances
- c. Applications seem to be different occasionally; need to see them the same
 - i. Will contact other entities to be sure they have the correct application

Closed Meeting at 3:35pm