

**Pacific County Civil Service Commission**  
**REGULAR MEETING**  
**Tuesday, September 15, 2015**

In Attendance: Chair Bob Jones, Commissioner Mike Shults, Undersheriff Ron Clark, Chief Deputy Denise Rowlett, Sheriff Scott Johnson, Chief Examiner Amanda Bennett

- I. Meeting called to order by Chair Bob Jones at 3:00pm
- II. Mike Shults moved to approve the July 21, 2015 minutes
  - a. Bob Jones Seconded; 2 AYE 0 NAY CARRIED
- III. Bob Jones announced the resignation of Vice-Chair Steve Young
  - a. Commissioners Office takes care of advertising/recruitment
  - b. Only two members may be of same political party
- IV. Examiner's Report
  - a. Telecommunicator Register
    - i. 7 applied, 5 showed, 1 Disqualified leaving 6 eligibles
    - ii. Bob Jones moved to accept the Telecommunicator Register as dated September 15, 2015 with six eligibles
      1. Mike Shults Seconded; 2 AYE 0 NAY CARRIED
  - b. Corrections Officer
    - i. Currently advertising and established examination date
  - c. Discussion over Registers
    - i. Pros and Cons of keeping full registers at all times regardless of vacancy or waiting until a vacancy is available to examine
    - ii. Decided to stay with keeping full registers per Commission
- V. PACCOM
  - a. One employee is currently out on FMLA
  - b. Two recent hires are doing a well and taking their own shifts starting October 11, 2015
- VI. CORRECTIONS
  - a. Current vacancy with the resignation of William Knudson
  - b. Jail is very busy with 47 current inmates, 12 are woman and 2 are pregnant
  - c. Discussion over jail stays/ inner workings of the jail
- VII. SUPPORT SERVICES
  - a. Hire of Marcelina Medina; goes by Marcie, is doing very well and catching on quickly
- VIII. SHERIFF
  - a. Down eleven employees total for the Office
  - b. Budget discussion

IX. OTHER BUSINESS

- a. Amanda talked to SPD Recruitment Department about ideas for bringing in more applicants to our area
  - i. Sell the Community/Area/Office to the applicant
  - ii. Denise is currently working on a website overhaul to make the website more inviting

Closed Meeting at 3:35pm