

Pacific County Civil Service Commission
REGULAR MEETING
Tuesday, November 15, 2016

In Attendance: Chair Bob Jones, Vice Chair Mike Shults, Sheriff Scott Johnson, Chief Deputy Prosecutor Eric Weston, Chief Deputy Pat Matlock, Chief Deputy Stephanie Fritts, Chief Deputy Denise Rowlett, Lead Telecommunicator Tim Martindale, Chief Examiner Amanda Bennett; Absent: Joe Basil

- I. Meeting called to order by Chair Bob Jones at 3:00pm
 - a. Chair Bob Jones requested it be acknowledged Commissioner Joe Basil would be excused for missing the meeting
- II. Mike Shults moved to accept the minutes of October 18, 2016
 - a. Seconded by Bob Jones; 2 AYE 0 NAY CARRIED
- III. Examiners Report
 - a. Disqualifications
 - i. Two disqualified from Entry Level Road Deputy certified register
 - ii. One applicant has requested to be restored
 - b. Registers to be Certified
 - i. BFOQ Female Only Entry Level Corrections Officer
 1. Mike Shults moved to certify the register; Seconded by Bob Jones 2 AYE 0 NAY CARRIED
 - ii. Lead Telecommunicator
 1. Mike Shults moved to certify the register; Seconded by Bob Jones 2 AYE 0 NAY CARRIED
 - c. Temporary Hires
 - i. Acknowledged Sheriff's Office request for temporary hires during the time when two entry level corrections officers attend the academy
 - ii. Secretary approved request and submitted memo regarding Rule 10.05 (B) for the use and not to exceed sixty (60) days per officer leaving
 - d. Priority of Examinations
 - i. Review of registers that fall below the "full" register margin
 - ii. Priority:
 1. Entry Level Road Deputy/Lateral Road Deputy
 2. Corrections Officer
 3. Telecommunicator
- IV. PACCOM
 - a. Hire of Telecommunicator effective 11/13/2016
 - b. Telecommunicator Caitlin Ochoa is back to work and doing very well

- c. Disagrees with meeting minutes of 11/15/2016 citing shift supervisors make more than lead telecommunicator position
- V. CORRECTIONS
 - a. Fully staffed; two new officers will be attending the academy- one this year and one in the beginning of 2017
 - b. Correction Officer Pam Miller is retiring in February- need a female correction officer to fill her position
 - c. Fifth murder inmate in jail after weekend
- VI. SUPPORT SERVICES
- VII. SHERIFF
 - a. Request for adding count for staffing levels per Classified Vs Non-Classified
 - b. Discussion regarding Female Only BFOQ Correction Officer position
 - c. Reserve Deputies- in need; it is advertised through the Sheriff's Office
- VIII. Executive Session
 - a. RCW 42.30.110 (G) called to "evaluate the qualifications of an applicant for public employment or to review the performance of a public employee..."
 - i. Called at 3:25 for 10 minutes
 - 1. Extended to 3:39pm
 - 2. No action was taken
- IX. OTHER BUSINESS
 - a. Motion made by Mike Shults to table the discussion regarding the request from a disqualified applicant to be restored until December 20, 2016
 - i. Seconded by Bob Jones; 2 AYE 0 NAY CARRIED

Closed Meeting at 3:42pm