

Pacific County Civil Service Commission
REGULAR MEETING
Tuesday, October 17, 2017

In Attendance: Chair Mike Shults, Vice Chair Joe Basil, Commissioner Bob Jones, Sheriff Scott Johnson, Chief Criminal Deputy Pat Matlock, Chief Deputy Prosecutor Eric Weston, Chief Examiner Amanda Bennett

- I. Meeting called to order by Mike Shults at 3:00 pm
- II. Bob Jones moved to accept the minutes of September 19, 2017
 - a. Seconded by Mike Shults; 3 AYE 0 NAY CARRIED
- III. Examiners Report
 - a. Casual Cook Register
 - i. Bob Jones moved to certify the Casual Cook Register with one name
 1. Seconded by Joe Basil; 3 AYE 0 NAY CARRIED
 - b. Change of Title for Position
 - i. Lead Telecommunicator title has been changed to reflect Communications Supervisor
 1. Title has been changed through Collective Bargaining Agreement with Teamsters Union #252
 2. Job Description, Duties and other details remain same
 - c. Update on Registers
 - i. Testing for Deputy this month
 1. 4 Entry Level Road Deputy applicants
 2. 1 Lateral Road Deputy applicant
 - ii. Testing for Entry Level Telecommunicator, Lateral Telecommunicator and Communications Supervisor will be done first week of November
 1. Received resignation of 1 telecommunicator to be finished by October 29, 2017 leaving 1 vacancy to fill
 - iii. Lateral Corrections Officer
 1. One name is on this register currently
 2. Open register to fill for FY2018 vacancy
- IV. PACCOM/ E911
 - a. Resignation of Colleen Emerick effective October 29, 2017
 - b. Looking at filling vacancy with Communications Supervisor
 - c. Shift Supervisors are doing a great job
- V. CORRECTIONS
 - a. Eleventh vacant position will be able to be filled in FY2018
 - b. Currently vetting applicants on register for the future vacancy
 - c. Discussion regarding female applicants; female Correction Officers

VI. SUPPORT SERVICES

- a. Laying off twenty (20) percent of administrative staff time in 2018 for budget cuts
- b. Anticipating future work load

VII. SHERIFF

VIII. Executive Session

- a. None

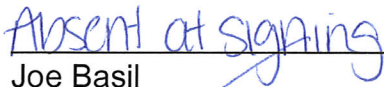
IX. OTHER BUSINESS

- a. Civil Service Application Packet
 - i. Typing Test-having an issue with applicants being able to take the test
 - ii. Create a declaration to have signed to ensure the applicant is the one taking the test

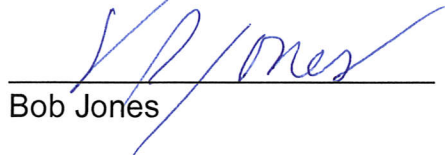
Closed Meeting at 3:19 pm



Mike Shults



Joe Basil



Bob Jones



Amanda Bennett, Secretary