

Pacific County Civil Service Commission
REGULAR MEETING
Tuesday, October 16, 2018

In Attendance: Chair Joe Basil, Vice Chair Bob Jones, Deputy Pat Matlock, PACCOM Director Tim Martindale, Prosecutor Mark McClain, Sheriff Scott Johnson (via phone), Chief Examiner/Secretary Amanda Bennett Absent: Mike Shults

- I. Meeting called to order by Joe Basil at 10:30am
- II. Bob Jones moved to accept the minutes of September 18, 2018
 - a. Seconded by Bob Jones; 2 AYE 0 NAY CARRIED
- III. Examiners Report
 - a. Request to certify Food Services Manager/Lead Cook register
 - i. Bob Jones moved to certify the Food Services Manager/Lead Cook register as presented; Seconded by Joe Basil 2 AYE 0 NAY CARRIED
 - b. Request to certify Cook Register
 - i. Bob Jones moved to certify the Cook register as presented; Seconded by Joe Basil 2 AYE 0 NAY CARRIED
 - c. Request to certify the Road Sergeant register
 - i. Bob Jones moved to certify the Road Sergeant register as presented; Seconded by Joe Basil 2 AYE 0 NAY CARRIED
 - d. Request to re-certify applicant name to Entry Level Road Deputy register as applicant was originally on 10/2017 register; have canvassed register and applicant requested to remain on current register
 - i. Bob Jones moved to re-certify applicant's name to Entry Level Road Deputy register as presented; Seconded by Joe Basil 2 AYE 0 NAY CARRIED
 - e. Request to adopt Pacific County Sheriff's Office Employment Standards
 - i. Bob Jones moved to adopt the Pacific County Sheriff's Office Employment Standards as presented; Seconded by Joe Basil 2 AYE 0 NAY CARRIED
 - f. Request to adopt amendment to Rule 7.04 Rejection of Application or Eligible as discussed in previous meeting
 - i. Bob Jones moved to adopt amendment to Rule 7.04 as presented; Seconded by Joe Basil 2 AYE 0 NAY CARRIED
 - g. Request to adopt amendment to Rule 9.09 Cancellation of Eligibility as discussed in previous meeting
 - i. Bob Jones moved to adopt amendment to Rule 9.09 as presented; Seconded by Joe Basil 2 AYE 0 NAY CARRIED

- h. Request to approve updated Pacific County Civil Service Application Packet with Pacific County Sheriff's Office Employment Standards and language update to first page
 - i. Bob Jones moved to approve the updated Pacific County Civil Service Application Packet as presented; Seconded by Joe Basil 2
AYE 0 NAY CARRIED

IV. PACCOM/ E911

- a. Fully Staffed; 1 employee is in probation period
- b. Without Communications Supervisor; looking into discussing with staff regarding interest in position

V. CORRECTIONS

- a. Conditional Offer presented to applicant if he passes last process in vetting; could begin employment November 1, 2018

VI. SUPPORT SERVICES

- a. None

VII. SHERIFF

- a. One deputy submitted resignation effective November 30, 2018
- b. Request for Entry Level Road Deputy and Lateral Road Deputy register applications
 - i. Amanda asked for Request to be submitted on letterhead to Civil Service Commission per rule 2.01

VIII. Other Business

- a. Disciplinary issues within Sheriff's Office
 - i. Process of discipline discussed

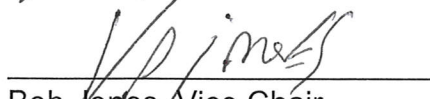
Closed Meeting at 10:55am




Joe Basil, Chair



Amanda Bennett, Chief Examiner/Secretary



Bob Jones, Vice Chair



Mike Shults