

**Pacific County Civil Service Commission**  
**REGULAR MEETING**  
**Tuesday, April 21, 2020**

In Attendance: Chair Joe Basil, Vice Chair Mike Shults, Sheriff Robin Souvenir (conference call), Chief Examiner/Secretary Amanda Bennett

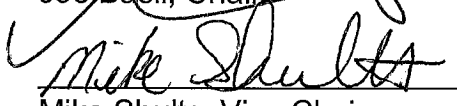
- I. Meeting called to order by Joe Basil at 10:30am
- II. Acknowledge Commissioner Bob Jones and his years of service with Civil Service Commission
  - a. Has been part of the board since 2013
  - b. Chair Joe Basil commended Bob Jones' service and dedication; he will be missed
- III. Mike Shults moved to accept the minutes of March 17, 2020
  - a. Seconded by Joe Basil; 2 AYE 0 NAY CARRIED
- IV. Examiners Report
  - a. Entry Level Telecommunicator register
    - i. Mike Shults moved to certify the Entry Level Telecommunicator register as presented
      1. Seconded by Joe Basil; 2 AYE 0 NAY CARRIED
  - b. Employment Standards
    - i. Mike Shults moved to adopt the amended Sheriff Office Employment Standards as presented
      1. Seconded by Joe Basil; 2 AYE 0 NAY CARRIED
  - c. Hires
    - i. Received memo re: conditional offers for Entry Level Telecommunicator and Entry Level Road Deputy
    - ii. These two have been hired- Sheriff Souvenir will send memo regarding hires
- V. PACCOM/ E911
  - a. Allison Skillings will begin May 4, 2020
  - b. Last hire doing well, picking up the position very quickly
- VI. CORRECTIONS
  - a. Applicant Hall is going through additional testing and will be a possible hire if he passes
- VII. SUPPORT SERVICES
  - a. Fully staffed
- VIII. SHERIFF
  - a. Chris Walkowiak will begin work on May 4, 2020
  - b. One vacancy- doing background checks currently
- IX. Other Business
  - a. Appeal Hearing- Postponed

X. Executive Session

a. None

XI. Next meeting is scheduled for May 19, 2020

Closed Meeting at 10:43am

  
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Joe Basil, Chair  
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Mike Shults, Vice Chair  
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Amanda Bennett, Chief Examiner/Secretary

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VACANT, Commission