

**Pacific County Civil Service Commission**  
**REGULAR MEETING**  
**Tuesday, February 21, 2023**

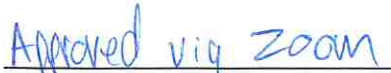
In Attendance: Vice-Chair Mike Shults, Commission Joe Basil, Sheriff Daniel Garcia, Undersheriff Mike Ray, Chief Civil Deputy Hollie Billeci, Clerk of the Board Amanda Bennett, Chief Examiner/Secretary Mindy Young

- I. Meeting called to order by Joe Basil at 10:33am
- II. Pledge of Allegiance
- III. Joe Basil moved to accept the minutes of January 25, 2023
  - a. Seconded by Mike Shults; 2 AYE 0 NAY **CARRIED**
- IV. Examiners Report
  - a. Request to Certify Entry Level Telecommunicator Register
    - i. Joe Basil moved to certify Entry Level Telecommunicator register as presented;  
Seconded by Mike Shults, 2 AYE 0 NAY **CARRIED**
  - b. Civil Clerk application period closes on February 24, 2023. To date we have received one application
  - c. Received request to establish register for Lateral Road Deputy
  - d. Received request to establish register for Clerk Secretary
  - e. Recognize resignation of Pat Matlock, Marcelina Medina and retirement of Ron Davis effective 2/28/2023
- V. Corrections
  - a. Sheriff Garcia requested the Commission to consider establishing a register for Corrections Deputies even though there is no current vacancy. Sheriff Garcia stated that at this time he is forecasting some vacancies
- VI. Support Services
  - a. At this time there is a request to test for both civil staffed positions. The clerk secretary position will be working out of the Long Beach office
- VII. Sheriff
  - a. Sheriff Garcia is looking at long term planning
  - b. Sheriff Garcia requested the Clerk to look into Public Safety Testing. He was asked to put a written request into Chief Examiner to begin the review process
- VIII. Other Business
  - a. Undersheriff Ray informed the Civil Service Commission that a Conditional Offer of hire pending successful completion of poly/psych to Jerri Hawks for EL Telecommunicator
- IX. Next Meeting scheduled for March 21, 2023 at 10:30am

Closed Meeting at 11:11am

  
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Steve Jones, Chair

  
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Mindy Young, Chief Examiner/Secretary

  
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Mike Shults, Vice Chair

  
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Joe Basil, Commission