

**SHERIFF'S CIVIL SERVICE COMMISSION
MINUTES
NOVEMBER 5, 2019
Public Works Building, 1ST Floor Conference Room, Port Orchard**

CALL TO ORDER

Commissioner John Poppe called the meeting to order at 8:31 a.m., with Commissioners Timothy Thomas and Robert Forbes in attendance.

REVIEW AND APPROVAL OF MINUTES OF December 3, 2018

MOTION: Commissioner Forbes moved to approve the minutes of December 3, 2018 as written. Commissioner Poppe seconded the motion. Motion carried.

1. INTRODUCTIONS TO NEW STAFF

- Carol Mackie, Chief Examiner, introduced Kathie Thoma as the new Civil Service Secretary.

2. ADOPT NEW CLASSIFICATIONS FOR PROGRAMS TECH, COURTHOUSE SECURITY LEAD, AND COURTHOUSE SECURITY OFFICER

- Carol Mackie, Chief Examiner, requested the approval of three new classifications; Programs Technician, Courthouse Security Lead, and Courthouse Security Officer. The Chief Examiner explained that these positions report to the Sheriff's Office and effective January 1, 2020 will be Sheriff's Office employees. Commissioner Forbes asked about the impacts to staff moving under Civil Service, Carol Mackie and guest Sheri Frontiero explained that they would remain in the AFSCME 1308 Union and that employees only gain additional benefits under Civil Service. Ms. Frontiero explained that Labor Relations bargained that current employees would be grandfathered from pre-employment processes. Sheriff Simpson indicated that they would also be under Sheriff's Office policies.

MOTION: Commissioner Thomas moved to approve adding the classifications of Programs Technician, Courthouse Security Lead, and Courthouse Security Officer. Commissioner Forbes seconded the motion. Motion carried.

3. OTHER BUSINESS

- Activity Updates - Carol Mackie, Chief Examiner, explained that they are currently working with the Deputies Guild to come up with the recommended language to address nepotism in the hiring process.

4. ELECTION OF NEW CHAIR OF THE COMMISSION

- **MOTION:** Commissioner Thomas moved to approve Commissioner Forbes as new Chair of the Civil Service Commission for 2020. Commissioner Thomas seconded the motion. **Motion carried.**

ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 9:00 a.m.

ATTENDANCE

COMMISSION MEMBERS

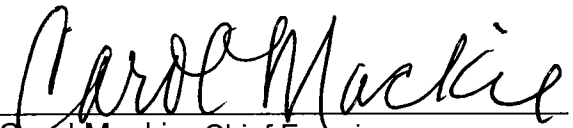
Robert Forbes
Commissioner
Timothy Thomas
Commissioner
John Poppe
Commissioner

STAFF

Carol Mackie
Chief Examiner
Kathie Thoma
Civil Service Secretary

GUESTS

Gary Simpson
Sheriff's Office
Dave White
Sheriff's Office
Michael Tayman
Human Resources
Sheri Frontiero
Human Resources


Carol Mackie, Chief Examiner

NOTE: These minutes are not verbatim.