



OKANOGAN COUNTY

Human Resources, Civil Service Secretary

Shelley Keitzman

Human Resources Analyst/Civil Service Secretary/Chief Examiner

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RECORD OF PROCEEDINGS OKANOGAN COUNTY CIVIL SERVICE COMMISSION March 25, 2021

The Okanogan County Civil Service Commission met in regular session on March 25, 2021 with Chairman Lee Pilkinton, Commissioner Bertha Wandler, Commissioner Celeste Pugsley and Secretary/Chief Examiner Shelley Keitzman present. Guests present were Sheriff Tony Hawley, Chief Criminal Deputy Laura Wright, and Chief Corrections Deputy Tammi Denney.

The meeting was called to order at 11:00a.m. by Chairman Pilkinton.

Review and Approve Civil Service Proceedings of February 18, 2021

Commissioner Wandler moved to approve the Civil Service Proceedings of February 18, 2021 as presented. Motion was seconded by Commissioner Pugsley, all were in favor, motion carried.

Corrections Deputy's

Dusty Mullins started February 22, 2021 as a Corrections Deputy. Corrections Deputy Chad Pirkey is currently at the Corrections Academy.

Lateral Corrections Equivalency

Commissioner Pilkinton asked if we had heard back from CJTC on the Tribal Corrections Deputy candidate eligibility for the equivalency academy. Shelley Keitzman reported that they would qualify for the equivalency academy. Chief Denney stated that only one equivalency academy was being held this year and it would happen before we would have a new hire in place. Shelley Keitzman stated she would reach out to CJTC and see if they were planning on having additional sessions this year.

New Business

The updated roster for Lateral Corrections was presented, there is one candidate on the lateral list. Backgrounds on him are finishing up and his interview will be done the week of March 29, 2021.

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Shelley Keitzman reported that Field Deputy Charles Oxstien has submitted his resignation effective April 16, 2021 to take a position with the Spokane Tribal Police. Commissioner Wandler asked about exit interviews and Shelley Keitzman spoke with Chief Wright and an exit interview will be scheduled prior to his departure.

Shelley Keitzman has placed advertisements for a Lateral Field Deputy on the CJTC and WAPC websites and will be advertising and scheduling another Corrections test. In addition, she has pulled applications from the Public Safety Testing website for Entry Field Deputy and Dispatcher candidates to schedule Oral Board Interviews during the month of April.

The Civil Service Commissioners were informed about the sixty day leave of absence request of Communication's Deputy Maddie Timm to care for a critically ill family member. This request has been approved by the Sheriff and Chief Worden.

Commissioner Wandler moved to adjourn the meeting at 11:25 a.m. Commissioner Pugsley seconded the motion, meeting was adjourned.

Next meeting will be Thursday, April 15, 2021 in the Commissioners Hearing room.

OKANOGAN COUNTY
CIVIL SERVICE COMMISSION

Lee Pilkinton, Chairman

Bertha Wandler, Member

Celeste Pugsley, Member

ATTEST:

Shelley Keitzman Secretary/Chief Examiner

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