



OKANOGAN COUNTY

Human Resources, Civil Service Secretary

Shelley Keitzman

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RECORD OF PROCEEDINGS OKANOGAN COUNTY CIVIL SERVICE COMMISSION April 15, 2021

The Okanogan County Civil Service Commission met in regular session on April 15, 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 March 25, 2021

Commissioner Pugsley moved to approve the Civil Service Proceedings of March 25, 2021 as presented. Motion was seconded by Commissioner Wandler, all were in favor, motion carried.

Lateral Corrections Equivalency

Shelley Keitzman received information from CJTC that as of now they do not have any additional equivalency academies scheduled this year. They are updating their curriculum based on the new standards and will post on their website if more classes become available.

Exit Interviews

Charles Oxstien participated in an exit interview. Shelley Keitzman shared the information from this interview with Chief Deputy Wright.

New Business

Corrections testing has been advertised for two weeks, as of today no one has signed up to test. A physical agility test will be given on Saturday, April 17, 2021 to a lateral corrections candidate who had not passed previous PAT testing.

Oral Board Interviews are scheduled on Tuesday, April 27th for Entry Field Deputy, Dispatcher and Lateral Corrections.

Shelley Keitzman has a Zoom meeting scheduled with WorkSource on April 22, 2021 to discuss recruitment opportunities that may be available through WorkSource. In addition, Shelley Keitzman has been in contact with Public Safety Testing and they have recently added a 911 Dispatcher testing in Wenatchee on May 14, 2021. We will advertise this testing opportunity locally. If Okanogan County does not receive applicants from this testing Shelley Keitzman will proctor a 911 Dispatcher test for Okanogan County in June.

The Civil Service Commissioner were presented the current Civil Service Budget. We are at 28.8% of the current year budget.

Chairman Pilkinton nominated Commissioner Pugsley to be the Chairman for the Civil Service Commission for the upcoming year. Commissioner Wandler seconded this motion, all were in favor, motion carried.

Commissioner Wandler moved to adjourn the meeting at 11:30 a.m. Commissioner Pugsley seconded the motion, meeting was adjourned.

Next meeting will be Thursday, May 20, 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