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APPROVED

DATE 3/15/11 BY CSC/SK

**PIERCE COUNTY CIVIL SERVICE COMMISSION
MINUTES OF REGULAR MEETING
Tuesday, November 9, 2010**

AGENDA ITEM I: Call to Order

The regular meeting of the Pierce County Civil Service Commission (PCCSC) for Sheriff's Employees was called to order at 5:03 p.m. on Tuesday, November 9, 2010. The meeting was held in Conference Room D, Hess Building, 901 Tacoma Avenue South, Tacoma, Washington.

COMMISSIONERS PRESENT: Commissioner Richard Sokolowski, Chair; Commissioner Gail Merritt-Smith; Commissioner Michael Branchini

STAFF PRESENT: Sandy Pietz, Chief Examiner; Phil Prettyman, Deputy Prosecuting Attorney

AGENDA ITEM II: Approval of Minutes – September 14, 2010

It was moved by Commissioner Branchini and seconded by Commissioner Merritt-Smith to approve the minutes from the September 14, 2010 meeting. The motion carried.

AGENDA ITEM III: Leave Without Pay Request

The Sheriff's Department and the Human Resources Director have approved a leave without pay for Deputy Kristie Brown for the period November 8, 2010 through January 10, 2011. **It was moved by Commissioner Merritt-Smith and seconded by Commissioner Branchini to approve leave without pay for Deputy Kristie Brown as approved by the Sheriff and Human Resources Director. The motion carried.**

AGENDA ITEM IV: Request for Change to Minimum Requirements for In-State Lateral-Entry Deputy Sheriff

Undersheriff Eileen Bisson and Chief Rob Masko requested that the minimum qualifications for the recruitment of in-state lateral-entry Deputy Sheriff be revised. Chief Masko stated that the department desires to change the 2-year minimum experience to 1-year and remove the requirement that probation must be completed. He stated they are requesting this change in order to potentially attract current law enforcement officers in other jurisdictions who will be laid off. Sandy Pietz advised the Commission that an e-mail from Leann Paluck, representing the Guild, had been received, stating the Guild's opposition to removing the language that requires probation be completed as a minimum qualification.

Sandy Pietz advised the Commission that a "lateral-entry" is intended to be a fully-trained, fully-qualified officer transferring from another agency. She stated her opinion that if the probationary period qualification is removed, it does not meet the definition of "lateral-entry" and in Civil Service would be considered open competitive and not a lateral transfer. She stated there is a special recruitment and selection process for lateral-entry applicants because they are experienced officers.

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There was discussion regarding the qualification that a lateral-entry applicant must be currently employed with a law enforcement agency at the time of application. Sherry Hieb noted that if employees have been laid off, they would not be currently employed when they apply. The Commission concurred that a lateral-entry applicant must be currently employed at the time of application and therefore if they have been separated due to layoff and are not currently working in a law enforcement agency they could not apply as a lateral-entry.

It was moved by Commissioner Merritt-Smith and seconded by Commissioner Branchini to revise the minimum qualifications for Deputy Sheriff in-state lateral entry from two years previous experience to one year previous experience, and that all other existing qualifications remain the same. The motion carried.

AGENDA ITEM V: Next Regular Meeting

The next regular meeting of the Civil Service Commission is scheduled for December 14, 2010.

ADJOURN: The meeting adjourned at 5:23 p.m.

Respectfully submitted:

Sandra L. Pietz
Chief Examiner