



COMMISSIONERS
Jennifer Roberts, Chair
Peggy Quan
John Martin

CIVIL SERVICE COMMISSION

Public Meeting
February 23, 2023

1) CONVENE PUBLIC MEETING

The public meeting was convened at 10:01am.

A. Introduction/Attendees:

Commissioners:

Jennifer Roberts, Chair
Peggy Quan, Commissioner
John Martin, Commissioner

Staff:

Wayne Jones, Chief Examiner
Dawn Hanson, Human Resources
Jane Futterman, Prosecuting Attorney's Office
Dave Pearsall, Undersheriff

2) PUBLIC COMMENT

No comments made.

3) APPROVAL OF MINUTES

Motion: Commissioner Quan made a motion to approve the January 26, 2023 minutes. Commissioner Martin seconded the motion. **Motion carried.**

4) PROPOSED CHANGES IN HIRING STANDARDS RELATED TO MARIJUANA USE

- A. Wayne discussed the proposed changes from the Sheriff's office to the pre-employment screening standards for applicant prior to use of marijuana/THC.

Motion: Commissioner Martin made a motion to approve the changes. Commissioner Quan seconded the motion. **Motion carried.**

- B. Wayne discussed the request to change the employment standards for candidate prior to use of marijuana/THC.

Motion: Commissioner Martin made a motion to accept the revision of the employment standards. Commissioner Quan second the motion. **Motion carried.**

5) EXAMINER'S REPORTS

Budget Status Report – Wayne reviewed the 2023 budget expenditures.

Monthly Activity Report – Wayne reviewed the monthly activity report of vacancies and recruitments.

Current Vacancies:

- 4 Deputy Sheriff
- 17 Corrections Deputy
- 1 Crime Analyst
- 1 Corrections Technician
- 2 Legal Assistant
- 1 Financial Operation Assistant
- 1 Systems Administrator


6) OTHER BUSINESS

Sheriff's Office Update: Undersheriff Pearsall stated the Olympia city jail is closing and the staff are going to other counties that offer incentives. He met with County Commissioners about converting a legal assistant to an IT Systems Analyst. Undersheriff Pearsall would like to discuss having our officers work out of classification for a few months as needed to assist in other areas.

7) ADJOURN

Motion: Commissioner Quan moved to adjourn the meeting. Commissioner Martin second the motion. **Motion carried.**

The meeting adjourned at 10:43 a.m.



Wayne Jones
Civil Service Chief Examiner

/S/JR

Jennifer Roberts
Chair, Thurston County Civil Service Commission