



COMMISSIONERS  
Jennifer Roberts, Chair  
Peggy Quan  
John Martin

## CIVIL SERVICE COMMISSION

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June 22, 2023

10:00 a.m. – Public Meeting

Location: 3000 Pacific Ave S.E. Olympia, WA 98501 – Atrium

Also conducted via Zoom. Please visit the [Civil Service website](#) to join.

### AGENDA

- 1) CONVENE PUBLIC MEETING
  - A. Welcome and Introductions
- 2) PUBLIC COMMENT
- 3) APPROVAL OF MINUTES
  - A. May 25, 2023
- 4) PROPOSED CHANGE TO THE PRE-EMPLOYMENT SCREENING STANDARDS REJECTING APPLICANTS FOR MARIJUANA USE SINCE DATE OF APPLICATION FOR ALL CLASSIFICATIONS
  - a. Discussion
  - b. Vote to approve or reject modifying the Pre-Employment Screening Standards' automatic rejection factor for all positions to read, "Any use of marijuana/THC since date of application"
- 5) PROPOSED CHANGE TO EMPLOYMENT STANDARDS REMOVING CANDIDATES FOR MARIJUANA USE SINCE DATE OF APPLICATION FOR ALL CLASSIFICATIONS
  - a. Discussion
  - b. Vote to approve or reject modifying the Employment Standards' Automatic Removal Factor for all positions to read, "Any use of marijuana/THC since date of application"
- 6) PROPOSED CHANGE TO THE LEGAL ASSISTANT CLASSIFICATION LOWERING THE MINIMUM AGE FROM 21 YEARS OF AGE AT TIME OF APPOINTMENT TO 18 YEARS OF AGE AT TIME OF APPOINTMENT
  - a. Discussion
  - b. Vote to approve or reject modifying the minimum age requirement for the Legal Assistant classification to 18 years of age at time of appointment

- 7) PROPOSED CHANGE TO THE EMPLOYMENT STANDARDS SPECIFYING THE MINIMUM AGE AT TIME OF APPOINTMENT TO REFERRING TO THE MINIMUM AGE REQUIREMENTS AS IDENTIFIED IN THE CLASSIFICATION
  - a. Discussion
  - b. Vote to approve or reject modifying the Employment Standards' Mandatory Requirements to read, "Meet minimum age requirements as identified in the classification (prior to appointment)"
- 8) EXAMINER'S REPORT
  - A. Budget Status
  - B. Examiner Report Summary
- 9) OTHER BUSINESS
  - A. Sheriff's Office Update
- 10) ADJOURN

Distribution:  
Civil Service Commission  
Thurston County Sheriff's Office  
Ramiro Chavez, County Manager  
Maria Aponte, Human Resources Director  
Jane Futterman, Commission Counsel  
Thurston County Sheriff's Office Captains' Association  
Thurston County Deputy Sheriff's Association  
AFSCME Local 618-CD  
Thurston County Deputy Sheriff's Association-Administrative Support Staff