

THURSTON COUNTY  
WASHINGTON  
SINCE 1852

COMMISSIONERS  
Jennifer Roberts, Chair  
Peggy Quan  
John Martin

## CIVIL SERVICE COMMISSION

Public Meeting  
November 16, 2023

### 1) CONVENE PUBLIC MEETING

The public meeting was convened at 10:00 am.

#### A. Introduction/Attendees:

##### Commissioners:

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

##### Staff:

Wayne Jones, Chief Examiner  
Dawn Hanson, Human Resources  
Chloe Nugent, Human Resources  
Bobby Frye, Human Resources  
Jane Futterman, Prosecuting Attorney's Office  
Heidi Thomsen, Sheriff's Office

### 2) PUBLIC COMMENT

No comments made.

### 3) APPROVAL OF MINUTES

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

### 4) REQUEST FOR EXTENSION OF THE FINANCIAL OPERATIONS ASSISTANT ELIGIBILITY LIST

- A. The Sheriff's Office has requested to extend the February 1, 2023 Financial Operations Assistant eligibility list for one year, to expire on February 1, 2025.

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

9 Deputy Sheriff  
29 Corrections Deputy  
1 Legal Assistant  
2 Systems Administrator  
1 Corrections Technician

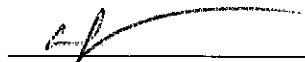
**6) OTHER BUSINESS**

**Sheriff's Office Update:**

**7) ADJOURN**

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

The meeting adjourned at 10:23 a.m.

  
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Wayne Jones  
Civil Service Chief Examiner

/s/JR  
\_\_\_\_\_  
Jennifer Roberts  
Chair, Thurston County Civil Service Commission