

CIVIL SERVICE BOARD MINUTES

NOTE: THE MINUTES OF THE CIVIL SERVICE BOARD ARE NOT VERBATIM.

The Civil Service Board of the Seminole County Sheriff's Office met on April 5, 2022 via Go to Meeting and at the Seminole County Sheriff's Office. The Board Members present were Mr. Ben Newman (in person), Retired Major David Diggs (in person), Deputy Tarius Burke (in person), and Sgt Thomas Fewell (in person). Director Bob Hunter (in person), Captain Ron Shaw (remote), Manager Mark Rehder (remote), and Human Resource Analyst I Marilyn Savlan (in person) were also present.

The meeting started with a call to order at approximately 4:02 p.m. with roll call.

The minutes for the meeting held on ~~December~~ February 1, 2022 were reviewed. Major Diggs made a motion for approval of the minutes. Deputy Burke seconded the motion. The minutes were unanimously approved.

The Sworn, Certified, Sponsorship, and Communications Eligibility Lists were reviewed. Discussion took place about applicants appearing on both lists. Deputy Burke made a motion for approval of the Eligibility Lists. Major Diggs seconded the motion. The Eligibility Lists were unanimously approved.

2021 Annual Applicant Numbers Summary and 2021 External Hire Reports were reviewed for informational purposes only.

The current pre-screen questionnaire was reviewed and a discussion on reporting gender per EEO followed. A virtual walk-through presentation will occur at the next meeting to demonstrate an applicant's view of the prescreen questionnaire.

The CS Rules and Procedures were reviewed and discussion followed regarding implementing an annual re-adoption process. The CS Rules and Procedures will be reviewed further at the next meeting for annual adoption.

The and Physical Abilities Test (PAT) were reviewed and discussions regarding test times followed, including what the standard is based on. Mgr Rehder will follow-up at next meeting.

To accommodate the timeline of this year's promotional ~~promotional~~ process, the Board ~~collectively~~ agreed to meet for a special session during reschedule May's meeting to the last week of April.

The next meeting is tentatively scheduled for 4:00 p.m. on ~~April 25~~ May 3, 2022.

The meeting adjourned at approximately 4:47 p.m.

These minutes were prepared by Marilyn Savlan and approved by the Board Secretary, Deputy Burke.