

**DEKALB COUNTY SHERIFF'S MERIT COMMISSION
MEETING MINUTES**

JUNE 11, 2008

The DeKalb County Merit Commission met on June 11, 2008 at 5:00p.m. in the conference room of the County Safety Building.

Present at the meeting were Commissioners Gene Lane, Todd Walker and Bennetta Stearnes. Also present was Sheriff Roger Scott.

The purpose of the meeting was to discuss matters regarding hiring, staff status testing and applications.

The meeting was called to order at 5:05 p.m. by Chairman Lane.

The chairman called upon Sheriff Scott to update the commission on recent hirings and current staff status. The sheriff reported that 2 individuals from our most recently certified list for Corrections have been hired. Currently all divisions are fully staffed with all positions filled though some recently hired have not yet completed training

Application Fees: The commissioners discussed the idea of assessing an application fee for the next testing cycle for entry level Corrections. A disturbing pattern of no shows amounting to over 50% of the applications filed in recent testing cycles has given rise to this discussion. Based on seeking a remedy for this, Gene Lane made a motion to assess a \$20.00 non refundable application fee in future Corrections testing cycles. Todd Walker seconded the motion and the motion carried on a unanimous voice vote.

Application documents required: Discussion of whether we should require a document certifying graduation from both high school and college if the applicant provides evidence of college credit or college graduation. Assuming that documentation of college credit or college graduation is verification of high school graduation, it was the consensus that when college certification documents are provided, high school documents need not be required. Documentation of high school graduation will only be required if no college certification can be provided. A motion to reflect this as a change in application requirements was made by Bennetta Stearnes, and seconded by Todd Walker. The motion carried on a unanimous voice vote.

Communications Testing: We have 34 completed applications on file and 2 of the 34 have already passed the written test. A date for testing the remaining 32 applicants is: Wednesday, July 9th at 7:00 p.m. for the written examination. Possible dates for Criticall are: July 16, 17, 21, 23, or 24. Scheduling for Criticall will be confirmed with Lt. Newby.

Promotions Testing: Patrol Sgt. There was a brief review of the evaluation comments from the candidates during the last testing cycle in 2006. All comments were positive and constructive giving high ratings to the process.

Upon discussion of the minimum overall passing score for promotion to Patrol Sgt it was agreed to continue that requirement at 75%. Components and format for the examinations will also remain the same.

Tentative dates set for the Patrol Sgt examinations are: September 12th and 13th, September 19th and 20th or September 26th and 27th from 7:00 a.m. to 5:00 p.m.: Final scheduling will depend on the availability of the professional panel of officers who will aid in conducting the examination. The written examination will be conducted prior to these dates on Tuesday, August 26th at 6:00 p.m.

Promotions Testing for Corrections: If an opening occurs and testing is required, tentative dates are: November 17th for the written examination and December 6th for the Oral Panel. Components and format for this examination will remain the same as in the previous testing cycle.

There was no further business and the meeting was adjourned at 6:40.

Bennetta Stearnes, Secretary