

DeKalb County Sheriff's Merit Commission
Meeting Minutes
Monday, March 20, 2023
5:00 PM

The Merit Commission met in the Sheriff's Conference Room at the DeKalb County Sheriff's Office.

I. Call to Order

Commissioner Todd Walker called the meeting to order at 5:00 PM Monday, March 20, 2023.

II. Roll Call

Commissioners present at the meeting were: Commissioners Todd Walker, Bryan Perry, and Anita Turner. Also present was Sheriff Andy Sullivan.

III. Approval of Agenda

Todd Walker called for a motion to approve the agenda. Anita Turner moved and Bryan Perry seconded. All were in favor. No opposition. Agenda was approved.

IV. Approval of Minutes

Minutes from the previous meeting held 01/24/2023 were reviewed by Commissioners. Todd Walker called for approval of those minutes. Motion for approval was made by Bryan Perry and seconded by Anita Turner. All were in favor. No opposition. The minutes from 01/24/23 were approved.

V. Public Comment

Though it was an open public meeting, no audience was present.

VI. Correspondence – None.

VII. Old Business – Sheriff Sullivan advised the last lateral transfer request for Corrections has been hired, Kimberly Greco started on 03/05/2023 and is fitting in nicely. Since the last meeting we have also hired Kimberly Martin and Kortney Friedrich for Telecommunications and Douglas Johnson and Gage Armstrong for Corrections. Sheriff Sullivan also advised we had two people resign from Communications, Brenda Sharp and Reann Campuzano. One for personal reasons and the other for conflicts with a field training officer.

VIII. New Business – Sheriff Sullivan advised Chief Carolyn Parnow is retiring from Corrections on March 31, 2023. Sgt. Tim Duda is retiring from Communications April 2, 2023 and Sgt. Pete Hove may be retiring from Corrections in June, 2023 although no official letter has been received.

IX. Promotional Testing – Telecommunications Sergeant

Sheriff Sullivan advised with Sgt. Tim Duda retiring, we have an opening for a Telecommunications Sergeant. We have 4-5 individuals that are interested in testing for the position. Sheriff Sullivan advised the process consists of a written test and oral board interview. The written test done by Profile Evaluations Incorporated and will be graded by them. The written test is designed to test the supervisory skills and abilities based off a series of questions and would consist of 40% of their overall score, advising there is no reading list for the test. Sheriff Sullivan advised all candidates will participate in both segments regardless of their written score. Sheriff Sullivan asked the commission for dates

to conduct the written test and oral board. After discussion the commission decided on April 22, 2023 for the oral board interviews with backup dates of April 29, 2023 and May 20, 2023. Sheriff Sullivan advised he will work on getting assessors and finishing the test for April 22, 2023. Once a written test date has been established, Sheriff Sullivan will reach out to the Commission to see if someone is available to attend, however it is not required that a commissioner be present at the written test.

X. Executive Session – Telecommunications Interviews

Anita Turner made a motion to adjourn into executive session to conduct Telecommunications & Corrections interviews under the personnel exception of the Open Meetings Act. Bryan Perry seconded. All were in favor. The Motion was approved.

At 6:11 PM the interview process was concluded. Todd Walker, Bryan Perry, Anita Turner and Sheriff Sullivan were still present. The Commission returned to regular session.

XI. Adjournment

The Commission reentered regular session and with no further business to discuss Commissioner Todd Walker called for a motion to adjourn. Anita Turner made the motion which was seconded by Bryan Perry. All were in favor. There was no opposition, the meeting was adjourned at 6:11 PM on 03/20/2023.