

DeKalb County Sheriff's Merit Commission
Meeting Minutes
Saturday, April 22, 2023
7:30 AM

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

I. Call to Order

Commissioner Todd Walker called the meeting to order at 7:30 AM Saturday, April 22, 2023.

II. Roll Call

Commissioners present at the meeting were: Commissioners Todd Walker and Anita Turner. Also present was Sheriff Andy Sullivan, Lt. James Messier, and Commander Larry Ellington.

III. Approval of Agenda

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

IV. Approval of Minutes

Minutes from the previous meeting held 03/20/2023 were reviewed by Commissioners. Todd Walker called for approval of those minutes. Motion for approval was made by Anita Turner and seconded by Todd Walker. All were in favor. No opposition. The minutes from 03/20/23 were approved.

V. Public Comment

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

VI. Correspondence – None.

VII. Old Business – No Old Business.

VIII. New Business – Sheriff Sullivan advised we have at least one applicant the Merit Commission need to conduct an interview with. This applicant has passed the written test and now needs to come before the board for their oral interview. There are potentially a couple other applicants that are working to complete the application process and may be ready to be interviewed at that time also. Sheriff asked the commission for a date for the interview(s), after discussion the commission agreed on Monday May 8th at 5:00 PM.

IX. Promotional Testing – Telecommunications Sergeant

Sheriff Sullivan advised we have a Corrections Sergeant that will be retiring at the end of June. The Sheriff advised he has been working with Stanard and Associates to update the written test with new policies. The Sheriff asked the Commission for dates to conduct the written exam and Oral Assessment Center advising his goal for the written test is for June 15th @ 6:30pm which is a Thursday evening and only requires one commissioner be present to administer the test. Anita advised she could be there for the test and the date of June 15th was confirmed and will take place in Conference Room East. The Sheriff's goal for the Assessment Center is Saturday June 24th @ 7:30 AM with Assessment Interviews starting at 8:00 AM. Anita advised that worked with her schedule and the Sheriff was going to email Commissioner Bryan Perry about the dates. However, the Commission approved if a commissioner is not available for the testing, the Sheriff can have someone else proctor the exam in their absence. The Sheriff advised the Commission he was going to post the

notification of Corrections Sergeant Testing which would give the candidates 10 days to respond with their intent to test. Once we have the total number of candidates that will be testing, we can hand out study materials.

X. Executive Session – Telecommunications Interviews

Anita Turner made a motion to adjourn into executive session to conduct Telecommunication Sergeant interviews under the personnel exception of the Open Meetings Act. Todd Walker seconded. All were in favor. The Motion was approved.

At 12:30 PM the interview process was concluded. Todd Walker, Anita Turner and Sheriff Sullivan, Lt. James Messier, and Commander Larry Ellington were still present. With no other executive session matters to discuss, Anita Turner made the motion to return to regular session. Todd Walker seconded, no opposition, motion passed. Lt. James Messier, and Commander Larry Ellington left at the end of the executive 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 Todd Walker. All were in favor. There was no opposition, the meeting was adjourned at 12:30 PM on 04/22/2023.