

DeKalb County Sheriff's Merit Commission
Meeting Minutes
November 27th, 2017
5:00 PM

The Merit Commission met on Monday, November 27th 2017. Commissioners present at the meeting were: Chairman Gene Lane, and Secretary and Commissioner Todd Walker. Also present was Sheriff Roger Scott.

1. Call to Order

Commissioner Lane called the meeting to order at 5:30 p.m.

2. Approval of minutes

Motion by Gene, seconded by Todd to approve the minutes of the September 19th, 2017 meeting. Motion passed.

3. Review Sgt. Testing Process

a. Sheriff and Commission discussed the upcoming Communication Sergeant's promotional exam:

- i. Sheriff inquired about how our prior testing process went. Commission indicated that we thought the process went well and were pleased with the assessors that participated.

4. Corrections/Patrol Written Saturday Dec. 2nd 2017

a. The Sheriff and Commission discussed the upcoming corrections/patrol recruitment process:

- i. The written exam for the recruitment will be December 2nd starting at 9:00 a.m. Approximately 36 candidates applied.
- ii. Pam will be there process the candidates and the commission will proctor and score the test that day;
- iii. To pass the written exam, the applicants must have an overall combined average of 75% or greater (not each independent section like prior years). Also the 4th section of the test will not be used or graded;
- iv. This recruitment process we will not be doing the physical exam prior to the written. Instead, the department will require all candidates to provide in the application process a copy of their NIPSTA card (or similar documents as approved by the Sheriff) prior to taking the written test;
- v. Oral interviews will tentatively be the week of Monday, December 4th.

A motion was made by Gene and seconded by Todd to above the above mentioned processes. Motion passed.

b. The Sheriff and Commission discussed the need for an upcoming communication recruitment process:

- i. The tentative date for the written test for communications will be January 3rd at 6pm. The critical will tentatively be the following week of the 8th with oral interviews tentatively the week after. A motion was made by Gene and seconded by Todd to above the above mentioned processes. Motion passed.

5. Lateral Transfer Request- Samuel Scott:

The Sheriff requested the lateral transfer of Samuel Scott. The Commission reviewed and discussed his credentials and agreed to allow the transfer process. A motion was made by Gene and seconded by Todd to approve the above mentioned processes. Motion passed.

6. Other Business

No other business was needed.

7. New Business

No other business was needed.

8. Adjournment

Commissioner Lane called for a motion to adjourn which was seconded by Todd Walker. On a unanimous voice vote the meeting was adjourned at 6:03 p.m.