

Chair Wally Obermann called to order the meeting of the Civil Service Commission at 9:00 am on Friday, January 11, 2013 in the Courthouse Conference Room #2, Eagle River, Wisconsin. Public meeting notice was given to the public twenty-four hours prior to the meeting.

**Civil Service Commission members present:** Wally Obermann, Dan Meyer, Patrick Norris, Jim Sherwood, Janna Kahl

**Civil Service Commission members absent:** Deb Preuss

**Others Present:** Chief Deputy Fath, Jail Administrator Weiss, Lt. Soltow

**Approve agenda:** Motion by D. Meyer, seconded by J. Sherwood, to approve the agenda to be discussed in any order by the Chair. All voting aye, carried.

**Approve minutes:** Motion by P. Norris, seconded by D. Meyer, to approve the January 3, 2013 meeting minutes. All voting aye, carried.

**Force Continuum:** J. Fath distributed Vilas County's Use of Force policy and described the appropriate escalation and de-escalation of force as required in controlling a situation. No action was taken.

**Physical Agility Testing:** Testing methods were discussed. J. Kahl to research potential discrimination implications of certain testing requirements.

**Eligibility Age:** Motion by J. Sherwood, seconded by P. Norris, to request the Commission Chair to appear before the County Legislative and Judicial Committee for consideration of amendment of the age 21 eligibility requirement in the Civil Service Ordinance to the County Board. All voting aye, carried.

Motion by J. Sherwood, seconded by P. Norris, to recommend the Ordinance, Section IV (A)(1) be amended, to read: "Be over 21 years of age or completion of an Associate's Degree in criminal justice, law enforcement, corrections, or related field." All voting aye, carried.

**Closed session:** No action was taken.

**Review Civil Service Ordinance:** The Commission discussed three areas which are different than past practice hiring of Correctional Officer: requirement of a licensed physician to complete the post-job offer physical, credit checks, and psychological testing. Motion by P. Norris, seconded by D. Meyer, certifying the Commission evaluated the currently list of candidates on an individual basis and the Commission reviewed the hiring policies and procedures previously used by the Sheriff's Department. The Commission will utilize the previous procedures of the Sheriff's Department for the current candidates, and will develop a set of procedures to be used for future hires. All voting aye, carried.

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**Letters and communications:** J. Kahl reviewed the letter being sent to the CO candidates who will be placed on the eligibility list with the Commission.

**Next Meeting Date:** February 15 at 9:00 am

**Adjournment:** Motion by J. Sherwood, seconded by P. Norris, to adjourn the meeting at 11:15 am. All voting aye, carried.

Minutes reflect the recorders notation and are subject to approval by the appropriate board or commission. Respectfully submitted by: Janna Kahl, Human Resources Director