



**CHELAN COUNTY  
CIVIL SERVICE COMMISSION**

400 DOUGLAS STREET #201  
WENATCHEE, WA 98801  
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**CHELAN COUNTY CIVIL SERVICE  
MEETING AGENDA  
December 6, 2023  
Wednesday, 11:00AM**

**LOCATION: LOCATION:** Chelan County Administrative Building, Conference Rm #1,  
400 Douglas Street, Wenatchee

**Call to Order:**

**NEW BUSINESS:**

1. Review and Approve Meeting Minutes from 11/1/2023 & 11/3/2023 phone conference
2. Review Report for Records Supervisor Oral Boards 11/15/2023 and Certify List
3. Review Bi-Lingual Assessment Letter for Deputy Javier Reyna administered 11/15/2023
4. Review Civil Service Rule #9 & #10
5. Discuss Lateral eligibility list process – Rule of 5 – Approve applications to be considered for interviews
6. Next meeting date; discuss at meeting

**OLD BUSINESS:**

1. Discussion on reviewing Rule #7, #8
2. Sheriff add on; Process for applications for new hires and onboarding, any changes – Rosa Barragan and Yvonne Mayorga held meeting with Sheriff Morrison and Undersheriff Dan Ozment on 11/14/2023 to discuss process.
3. Response from Ozment for application process;
  - Eliminate need PHS at time of application.
  - Eliminate need for cover letter.
  - Allow applications to have digital signature option or a box to check for electronic submission.
  - Allow them to either fill out work history or have a box for “see attached resume.”

- For the background form, remove SSN, also make note in the application that this can be notarized at the time of the interview. This allows them to not have to scramble to find a notary.

**ACTION:**

**ADJOURNMENT:**

