

CIVIL SERVICE BOARD MINUTES

NOTE: THE MINUTES OF THE CIVIL SERVICE BOARD ARE NOT VERBATIM.

The Civil Service Board of the Seminole County Sheriff's Office met on December 5, 2023, via Microsoft Teams and at the Seminole County Sheriff's Office. The Board Members present were Chairperson Ben Newman (in person), Retired Major David Diggs (in person), Detention Deputy Taurius Burke (in person), and Ms. Dawn Kraus (in person). HR Director Robert Hunter (in person), HR Manager Christy Peters (in person), and Sr Human Resources Analyst Shelley Curenton (in person) were also present.

The meeting started with a call to order at approximately 4:08 pm with roll call.

The minutes for the previous meeting, held on November 7, 2023, were reviewed. Major Diggs made a motion for approval of the minutes. Ms. Kraus seconded the motion. The minutes were unanimously approved.

The Communications Eligibility List was reviewed. Deputy Burke made a motion for approval of the Communications Eligibility List. Major Diggs seconded the motion. The eligibility list was unanimously approved.

The Sworn Eligibility List was reviewed. Major Diggs made a motion for approval of the eligibility list. Deputy Burke seconded the motion. The Sworn Eligibility List was unanimously approved.

Direct Hunter discussed the change in the pre-screener and employment application steps which have been combined. This decreases the time to hire. If volume of applicants increases, the pre-screener step can be added back in as a separate step to mitigate the volume.

A recruitment event was held at the Correctional Facility. The applicant was able to tour the facility, be interviewed, and leave with a conditional offer if they passed certain steps. The age of applicants for Detention Deputy has been decreased to 18 and all other requirements including education, work, and military have been removed. The agency is providing a \$5,000 incentive pay.

Lt. Matt Hardesty has been elected by the members of the agency to the Civil Service Board. His two-year term will start in January 2024.

The next meeting is normally scheduled for January 2, 2024, but due to the holiday will need to be rescheduled. Mr. Newman is not available to January 9th so the January meeting may be cancelled. If so, the next meeting will be held in February.

The meeting was adjourned at approximately 4:38 pm.

The minutes were prepared by Shelley Curenton and approved by the Board Secretary, Deputy Burke.