

**CHAMPAIGN COUNTY SHERIFF'S MERIT COMMISSION**

**Wednesday, February 19, 2014 @ 4:00 p.m.**

**Sheriff's Conference Room**

**204 E. Main Street, Urbana**

**MEMBERS PRESENT:** Chair Jon Rector, Commissioners Eddie Adair; Sami Anderson

**OTHERS PRESENT:** Sheriff Dan Walsh

**CALL TO ORDER**

Chair Rector called the meeting to order at 4:00 p.m. Declaring a quorum present, Chair Rector proceeded with the meeting.

**APPROVAL OF MINUTES**

Commissioner Adair made a motion to approve the minutes from the September 11, 2013 meeting. Seconded by Commissioner Anderson. Motion passed.

**PUBLIC PARTICIPATION**

Sheriff Walsh checked the lobby of the Sheriff's Office - there was no public participation.

**DISCUSSION**

Sheriff Walsh spoke to the Commission about the recent correctional officer written test and requested that the Commission set a passing score. Chair Rector inquired about what we did last time we tested – what score did we use as passing - Sheriff Walsh advised last time 80 percent was set as the passing score. Commissioner Adair stated he was comfortable with 80 percent but also said if we find that it doesn't produce enough applicants we could go with lower standards. All commissioners examined the test book and discussed the details of the test (math, reading comprehension, etc.) After much discussion Commissioner Anderson made a motion to set the passing score for the correctional officer written exam to 80 percent; seconded by Commissioner Adair; motion passed. Commissioner Adair made a motion to vacate the existing correctional officer hiring list; Commissioner Anderson seconded; motion passed.

**OTHER BUSINESS**

Mr. Justin Holdren sent a letter (via US mail) to the Merit Commission and Commissioner Anderson also received a voicemail from Mr. Holdren. The letter was included in the Merit Commission packet for this meeting. Chair Rector requested Teresa to send Mr. Holdren a letter stating the letter was received and reviewed On February 19, 2014.

**ADJOURNMENT**

Motion to adjourn the meeting by Commissioner Anderson; seconded by Commissioner Adair. The meeting adjourned at 4:23 p.m.

Respectfully submitted,

*Teresa Schlein*

Teresa Schlein/Merit Commission