

**Sanpete County Deputy Sheriff's
Merit System Commission**

Meeting minutes: August 18, 2004 @ 1930 hours

In attendance: Denis Avery, Beverly Thomas, Boyd Brothersen, and Joan Olsen
(excused)

Assignment: Beverly will present options to the Sheriff and research other areas as it deals with staff disciplinaries. Beverly will meet with the Sheriff on recommendation and suggested policy changes.

A flow-chart needs to be created on the disciplinary process which would assist the Sheriff Department staff and the Merit Commission on what guidelines to follow.

Pending

Deputy John Cox's evaluation was not received.

Assignment: Denis will follow-up with Deputy Cox's evaluation.

The Merit Commission will ask why the firearm certification could not be incorporated into the officer plan and evaluation. The plan does not address any firearm status, qualification pass or fail. Assignment: Denis will follow-up with the sheriff.

A copy of secondary employment forms need to be submitted to the Merit Commission. This issue is addressed on page 8 of the Sanpete County Deputy Sheriff Policy and Procedure. Does the Sheriff have the secondary employment incorporated?

Denis reviewed the completed deputy/employee evaluations. They are as follows:

Clark Thomas

Robert Braithwaite

John Steven

Rick Howe

Steve Mondragon

Cole Young

The Jail Policy was handed out and the Merit Commission will review. A follow-up and recommendation will be presented to the Sheriff on the policy. Areas in question are the probationary period that the officer has that are different in two areas of the policy.

Meeting adjourned at 2030 hours.

Next meeting is set for September 15, 2004 at the Manti Court House at 1930 hours.

Meeting minutes approved as written by: The Sanpete County Merit Commission on 11/15/04

jo/file