

SEDGWICK COUNTY KANSAS
Sedgwick County Sheriff's Civil Service Board
100 N. Broadway – Suite 130
Wichita, Kansas 67202

Julia Craft, Chair
Sheryl Wohlford, Vice Chair
Jessica Beck
Alma Ann Jones
Roosevelt DeShazer

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SEDGWICK COUNTY SHERIFF'S CIVIL SERVICE BOARD

Meeting Minutes

October 25, 2023

Members: Julia Craft, Chair
Sheryl Wohlford, Vice Chair
Jessica Beck - absent
Alma Ann Jones
Roosevelt DeShazer - absent

Also Present: Milo Unruh, Board Attorney
Sheriff Jeff Easter
Laura Oblinger, Sheriff's Attorney
Lieutenant Fabiola Torres
Deputy Rachel Taylor - grievant
Dorsha Kirksey, Civil Service Officer
Lynda Baker, County Manager's Office

I. Call Meeting to Order.

The October 25, 2023 meeting of the Sedgwick County Sheriff's Civil Service Board was called to order at 9:00 a.m. by Julia Craft, Chair.

II. Approve Minutes of September 13, 2023.

A motion to approve the minutes was made by Sheryl Wohlford, seconded by Alma Ann Jones. Motion carried unanimously.

III. Certify Commissioned Deputy Applicant List.

A motion to accept the list was made by Sheryl Wohlford, seconded by Alma Ann Jones. Motion carried unanimously.

IV. Certify Detention Deputy Applicant List.

A motion to accept the list was made by Alma Ann Jones, seconded by Sheryl Wohlford. Motion carried unanimously.

V. Certify Clerical Applicant List.

A motion to accept the list was made by Sheryl Wohlford, seconded by Alma Ann Jones. Motion carried unanimously.

VI. Certify 2023 Promotional Candidates List.

A motion to accept the list was made by Alma Ann Jones, seconded by Sheryl Wohlford. Motion carried unanimously.

VII. Grievance Hearing for Deputy Rachel Taylor.

The grievant, Deputy Rachel Taylor, was asked if she wanted to make an opening statement. She proceeded to inform the Board that she misunderstood the process and wasn't grieving the discipline from the Sheriff's Office, but she wanted to challenge the FMLA process with Human Resources. Therefore, she was informed that HR would follow up with her, and the grievance hearing was dismissed.

VIII. Approve Changes to CSB Policy 3.03, Promotional Examination.

During the September 13, 2023 CSB meeting, changes to policy 3.03, Promotional Examination, were approved adjusting the testing cycle for promotions from every 2 years to every year; however, there were 2 other places in the policy that needed to be adjusted to reflect the change and coincide with the rest of the policy.

A motion to approve the policy changes was made by Sheryl Wohlford, seconded by Alma Ann Jones. Motion carried unanimously.

Sheriff Easter discussed the need for changes to CSB Policy 1.07, Substance Abuse, in which language is recommended to be added to refer to Sedgwick County's policy on drug testing, so they don't have to change their policy all of the time.

A motion to approve the policy changes was made by Alma Ann Jones, seconded by Sheryl Wohlford. Motion carried unanimously.

IX. Schedule 2024 Meetings

The following dates were scheduled for the 2024 quarterly meetings.

January 17, 2024

April 17, 2024

July 17, 2024

October 16, 2024

X. Other Business

XI. Adjourn.

The meeting adjourned at 9:15 a.m.

Next scheduled meeting:

January 17, 2024

9:00 A.M.

Ark Valley Conference Room

615 N. Main

Wichita, KS 67203