

Jefferson County Deputy Sheriffs Civil Service Commission

Jean Vezzosi, Interim President
Gail Boober, Interim Vice President
James B. Crawford III, Commissioner



Jacki Shadle, County Clerk
Giordana Baker, Administrative Support

ESTABLISHED 1971

MONTHLY MEETING

Jefferson County Commission Meeting Room

MINUTES

Wednesday, February 21, 2024
5:00 PM

ATTENDEES:

Gail Boober
James B. Crawford III

Kelsey Stipanovic
Matt Armel

Giordana Baker
Jean Vezzosi – Absent

1. Gail Boober called the meeting to order at 5PM

2. Public Comment

Mr. Crawford made a motion to have the next meeting on May 15th instead of meeting monthly. Going forward the meetings will be held quarterly. **Motion passed**

3. Approval of Minutes

January 17, 2024 – Regular Meeting

Motion to approve minutes was made by Mr. Crawford and passed

4. IO Solutions

- a. Discussion was had as to whether IO Solutions has been accepted and approved by the state.
- b. New information was received and all the surveys need to be redone.

5. Update on Part-time Work

Fair opportunity is the Civil Service overview.

6. Veteran Points

Will only awarded to those who have been honorably discharged from active duty with a DD Form 214 and Reservist with a NGB Form 22.

7. Letters to Applicants

- a. If the sheriff requests an applicant be removed from consideration, and the civil service removes said applicant, then a letter will be mailed which will provide for a hearing within 14 days if requested by the individual who feel the request is improper.

8. Physical Fitness Examination Document

The commission approves the alteration of the document.

9. Budget Update

No money has been spent in FY2024

Address: 100 East Washington Street, PO Box 208, Charles Town WV 25414

Phone: 304.728.3340 Email: JCDS CSC@jeffersoncountywv.org Web Site: www.jeffersoncountywv.org

10. Administrative update

- a. Currently have 7 people who may be eligible to be on the Eligibility List
- b. 6 applicants took the exam and passed
- c. 4 applications have been received for testing on March 16.

11. Meeting was adjourned at 5:50PM

Current Commission Terms:

Jean Vezzosi

Interim President – Bar Association Representative
Term expires September 29, 2025

Gail Boober

Interim Vice President – Deputy Sheriff Association Representative
Term expires September 29, 2027

James B. Crawford III

Commissioner -- County Commission Representative
Term expires September 29, 2025

GIDRDANA FOLDER

Jefferson County
Jacqueline C Shadle, Clerk
Instrument 202400005548
05/16/2024 @ 09:27:12 AM
CIVIL SERVICE COMMISSION
Book 1 @ Page 465
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