

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, November 20, 2024
5:00 PM

ATTENDEES:

Gail Boober
Sgt Matt Armel

James B Crawford III
Sheriff Thomas Hansen

Jean Vezzosi
Giordana Baker

1. **Jean Vezzosi called the meeting to order at 5:01PM**
2. **No public comment at this time**
3. **Approval of Minutes**
August 20, 2024 – Regular Meeting
Gail Boober made a motion to accept the minutes as presented. **Motion Passed**
4. **Budget Update**
No money has been spent from the budget
5. **Promotions**
 - a. The commission invited the sheriff to the meeting to discuss his current staffing needs. It was confirmed that the Sheriff sets his manning needs. Sheriff declares his need and how many open spots and the commission will test for those specific spots.
6. **Administrative update**
 - a. Current eligible to hire list – 2 remain on the list
 - b. Entry Level Exam - 5 passed the written and we have tentatively scheduled an exam date of February 8 with a snow date of February 15 2025.
 - c. New Applications – 3 new applicants and one retest. The sheriff has 2 open positions
7. **Next meeting is scheduled for February 19, 2025 at 5PM**
8. **Gail made a motion to adjourn at 5:48PM**

Current Commission Terms:

Jean Vezzosi

Term expires September 29, 2025

Gail Boober

Term expires September 29, 2027

James B. Crawford III

Term expires September 29, 2025

Jefferson County
Jacqueline C Shadle, Clerk
Instrument 202500002190
02/21/2025 @ 12:29:52 PM
CIVIL SERVICE COMMISSION
Book 1 @ Page 494
Pages Recorded 1

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

Phone: 304.728.3340 **Email:** JCDCSC@jeffersoncountywv.org **Web Site:** www.jeffersoncountywv.org