

MERIT SYSTEM BOARD OF DIRECTORS MEETING MINUTES
September 16, 2024, 1:00 P.M., Small Assembly Room,
City/County Building, 400 W. Main Street

Present at this meeting: Christopher Manning, Chairman; John Valliant, Vice-Chairman; Michael Crichton, Board Member; Brock Goetz, Board Member; Sheriff Tom Spangler, KCSO; Amanda Kitts, KCSO Human Resources; Chief Debbie Cox, KCSO; Myers Morton, Knox County Law Director; Paula Taylor, Executive Director.

Chairman Manning called the meeting to order at 1:27 p.m..

Chairman Manning asked if there were any amendments, additions, or deletions to the agenda; being none, the agenda was set.

The meeting minutes of the May 16, 2024, board meeting were presented. Vice-Chairman Valliant made a motion to approve the meeting minutes as presented, Mr. Goetz seconded, motion passed.

Chairman Manning presented a motion to propose amendment to Rule and Regulation 11.8 Compassion Leave to align the rule with the Sheriff's Office General Order, Vice-Chairman Valliant made a motion to approve the amendment, Mr. Crichton seconded, motion passed.

Chairman Manning recognized Amanda Kitts to present the request for approval of KCSO job descriptions. The Pre-Trial Probation Certified job description was presented; Vice-Chairman Valliant made a motion to approve the job description as presented, Mr. Goetz seconded, motion passed 3-1.

Ms. Kitts then presented the OPS Secretary job description, Vice-Chairman Valliant made a motion to approve the job description as presented, Mr. Crichton seconded, motion passed.

Next the Captain Detectives Environmental Crimes Investigator job description was presented, Vice-Chairman Valliant made a motion to approve the job description, Mr. Crichton seconded, motion passed.

Ms. Kitts presented the Programs Specialist job description, Vice-Chairman Valliant made a motion to approve the job description as presented, Mr. Crichton seconded, motion passed.

The Mental Health Transportation Officer job description was presented, Vice-Chairman Valliant made a motion to approve the job description as presented, Mr. Crichton seconded, motion passed.

MERIT SYSTEM FOR THE EMPLOYEES OF THE KNOX COUNTY SHERIFF'S OFFICE

There being no further business before the board, the meeting was adjourned at 1:58 p.m.

Respectfully Submitted:

Approved:

Paula M. Taylor
Executive Director

Christopher Manning
Board of Directors Chairman