

**Amendments to the  
Knox County Merit Commission Rules  
Effective June 01, 2011**

**Article IV; Section A.4; Paragraph 9:** Examinations – Oral Examinations – Probation  
(page 16).

9. PROBATION (*effective June 1<sup>st</sup>, 2011*)

- a. An original appointee shall be on probation for a period of ~~12 months~~ 365 days from his/her date of hire. The probation period will be extended for every day that the employee is off-duty due to any of the following reasons:
  1. Off Duty Sick – Includes paid or non-paid sick time.
  2. Family Medical Leave Act (FMLA)
  3. Workers' Compensation Act
  4. Military Leave or Training – First 2 weeks per year and 1 weekend per month will not cause probation period to extend. Any additional time off for Military Leave or Training will extend the probation period day for day.
  
- b. Final certification of a probationary Deputy shall be subject to successful completion of the Basic Police Training Course as required by the Illinois Governmental Law Enforcement Training and Standards Board within the prescribed probationary period. ~~Inability to successfully complete this course shall be grounds for dismissal and a final certification by the Sheriff of Knox County that the Deputy is qualified to be a non-probationary Deputy.~~
  
- c. Upon mutual agreement between the Sheriff of Knox County and the Probationary Deputy, the period of probation may be extended for up to six (6) months, due to the need for additional training.

**Article IV; Section B.1:** Examinations - Promotional Examinations & Appointments – General (page 16)

1. GENERAL (*effective June 1<sup>st</sup>, 2011*)

The Commission shall provide for promotion in the Sheriff’s Department on the basis of ascertained merit, seniority in service and examination, and shall provide in all cases where it is practicable that vacancies shall be filled by promotion. All examinations for promotion shall be competitive among such members of the next lower rank who desire to submit themselves to such examination. The method of examination and rules governing the ~~same~~ examination and probationary period are as provided for applicants for original appointment except as follows:

All officers who submit themselves to examination will be graded according to the following sequence (*amended February 2<sup>nd</sup>, 2009 and December 11<sup>th</sup>, 2007*):

<u>Examination:</u>	<u>% of Total:</u>	<u>Minimum Passing Grade:</u>
Medical Exam	-----	Pass or Fail
Physical Agility	-----	Pass or Fail
Written Test	40%	66%
Background	-----	Pass or Fail
Oral Interview	40%	66%
Department Merit	10%	66%
Efficiency Rating:		
<i>(Scale of 1-100 determined by the Sheriff)</i>		
Seniority:	10%	-----
<i>(0.5% per year of service up to 20 years)</i>		
<u>Maximum:</u>	<u>100%</u>	