

RULES AND REGULATIONS
McLEAN COUNTY SHERIFF'S OFFICE MERIT COMMISSION
McLEAN COUNTY, ILLINOIS

SECTION 3

Lateral Transfer--Corrections

Any member of a correctional institution of a government agency may be certified by the Commission for appointment to the Corrections Division of the McLean County Sheriff's Department if the following criteria are met: **(Amended 6-17-98)**

1. The applicant shall have no less than 2 years of service in another jail or correctional institution run by a governmental agency. Service with such agency may not have been terminated more than 12 months prior to the applicant's application to the Commission.
2. The applicant shall have successfully completed a course of basic training at a correctional institute recognized by a State or The National Institute of Corrections, and shall be ineligible for appointment if the applicant had an overall score of less than 80%. Applicant shall present a copy of their transcript scores and/or diploma to the Commission. **(Amended 10-12-04)**
3. The applicant must have been previously certified by a Merit Commission, Police and Fire Board, or Civil Service Commission. **(Amended 10-12-04)**

If the applicant meets all of the above requirements, the Board shall require the following before certifying the applicant for appointment to the McLean County Corrections Department:

1. The applicant be a citizen of the United States.
2. The applicant agrees to reside within one (1) hour's driving time from the certified employee's residence to the McLean County Law & Justice Center, Bloomington, Illinois, regardless of weather and road conditions, road construction, vehicle availability, and vehicle performance. Applicant must comply within six (6) months from date of hire. **(Amended 10-12-04)**
3. The applicant's background check shall have found him acceptable for employment and his service record free of evidence of professional misconduct.
4. The applicant be acceptable to the Commission on oral interview.
5. All applicants accepted will enter the Department at the Correctional Officer level.
6. All personnel certified for lateral transfer after having applied will be required to serve a 12-month probationary period. At the conclusion of the 12-months, the individual's performance shall be evaluated by the Sheriff. After such evaluation, the Commission may certify the individual or the Sheriff may extend his/her probation for an additional period not to exceed 6 months or terminate the individual and so notify the Commission. **(Amended 10-22-92, 7-11-00)**
7. The Commission at its discretion may waive any of the above requirements in this Section, if permitted by law. **(Added 6-17-98)**