proud past, promising future

CLARK COUNTY
WASHINGTON

Minutes: CLARK COUNTY CIVIL SERVICE MEETING

IN ATTENDANCE

☒ COMMISSIONER MARLA LUDOLPH-HEIKKALA (CHAIR) (VIA PHONE)
☐ COMMISSIONER JANE LARKIN (NOT AVAILABLE)
☒ COMMISSIONER GARRY PRESTHUS
☐ COMMISSIONER JAMES SENESCU (OUT OF TOWN)
☒ COMMISSIONER CRYSTAL KROELLER
☒ CHIEF EXAMINER/SECRETARY LESLIE HARRINGTON SMITH

MEETING DATE: JANUARY 19, 2016 REGULAR MEETING ☒
MEETING TIME: 3:00 P.M. SPECIAL MEETING ☐

LOCATION: ☐ CONF RM. 511 ☐ CONF RM. 523 ☐ CONF RM. 678
☐ CONF RM. 623 ☒ ***SHERIFF'S OFFICE***

EXECUTIVE SESSION:

Commission reviewed background investigations with respect to RCW 42.30.110(1)(g).

REGULAR SESSION:

1. The meeting was held in the Sheriff's Office Classroom, and the Sheriff's Command Staff as well as the HR group with the Background Investigators attended the first part of the meeting.

2. In keeping with Clark County Civil Service Rule 2.03, Administration and Operations (see below), Commissioners held an election to determine the following (2016) year's Chairperson and Vice Chairperson.

   a. Marla Ludolph-Heikkala was voted in as Chairperson
   b. Jim Senescu was voted in as Vice Chairperson

3. Commission took action on the following background investigations:

   ☒ James Carson - Lateral Deputy Sheriff (IRC14509) - **Certified**
   ☒ Jeremiah Fields –Deputy Sheriff (Internal IRC14616/14684) - **Certified**
   ☐ Shane Joachim – Deputy Sheriff (DS 2014-2) – Commission asked to see prior report
   ☐ Lanny Kipp – Deputy Sheriff (Internal IRC14616/14684) – Commission asked to see original clearance from initial hire to Clark County
   ☒ Donald Sullivan – Deputy Sheriff (Internal IRC14616/14684) - **Certified**
   ☒ Austin Winders – Deputy Sheriff (DS 2014-2) - **Certified**

4. Commission reviewed but did not take action on the following meeting minutes:

   ☐ December 15, 2015 Meeting – *there was not a quorum of Commissioners who were present at the December meeting – approval deferred to the February meeting*.

5. Business to come before the Commission

   a. Recruitment update – Secretary Harrington Smith shared the latest recruitment updates with the commission. The Secretary and Daniel Harrigan have met with the CCSO HR manager and HR Asst to attempt to plot out the entire year's recruitment activities. Regular quarterly check-in meetings will be planned in order to update and revise the schedule of recruitments.

   b. PST changes and EEO numbers for 2015 – the Secretary shared with the group that included the Sheriff the change that has taken place with the PST re-testing schedule. As of 1/4/16, PST is allowing candidates to re-take the law enforcement test every 3 months rather than every 6 months. Discussion followed with Sheriff's staff present about how we can accommodate those 'updated' scores. It was agreed that more discussion was necessary to iron out all of the details for the continuous Deputy recruitment.

   c. ESOPH update – the system is up and running and staff are getting to know how to best use it.

6. Next regular meeting is scheduled for February 16, 2016 at 3PM.

   Commissioners to confirm attendance:

   ☒ COMMISSIONER MARLA LUDOLPH-HEIKKALA
   ☐ COMMISSIONER JANE LARKIN
   ☒ COMMISSIONER GARRY PRESTHUS
   ☐ COMMISSIONER JAMES SENESCU
   ☒ COMMISSIONER CRYSTAL KROELLER

Date: _____

telephone approval FOR CRYSTAL N. KROELLER

Marla Ludolph-Heikkala, Chairperson

Leslie Harrington Smith,
Chief Examiner/Secretary

Crystal Kroeller, Civil Service Commissioner

Jane Larkin, Civil Service Commissioner

Garry Presthus, Civil Service Commissioner

James Senescu, Vice Chair, Civil Service Commissioner