

# Whatcom County Civil Service Commission

June 13, 2019

Human Resources Conference Room – Suite 107

## DRAFT Minutes

Commissioners Present: Grant Fishbook, Bart Miller, Paul Myers

Sheriff Staff Present: Undersheriff Doug Chadwick, Sr. Admin. Assistant Dawn Pierce

Human Resources (HR): Bea Acland, Chief Examiner

### Public Comment Period

None.

### Approval of Minutes

Minutes from May 9, 2019 meeting approved.

### Sheriff's Discussion Items

Dawn Pierce reviewed employment activity in the Sheriff's Office.

### Commission Discussion Items

- Follow up to recent rules amendments.

There was an oversight in recent rules amendments which left two rules in conflict regarding duration of eligible registers.

Section 9.07 B. states that no eligibility register lasts more than 24 months, while Section 9.07 D states that those who have been bumped because of a returning unclassified employee will remain on a reinstatement register until there is a vacancy, which could be longer than two years.

Commissioners moved to correct the conflict as a scrivener's error, inserting a clarifying clause in Section 9.07B as follows:

9.07B. In no event shall a register remain in effect for less than six nor more than twenty-four months, with the exception of registers created under Rule 9.07D. Duration of each register depends on the needs of the service as demonstrated by the Sheriff to the Chief Examiner. Individual names shall remain on the register for the time period determined for that register, unless removed under Rule 9.08 or restored under Rule 9.09.

Commissioners voted 3-0 to accept this correction.

### Chief Examiner's Report

- Human Resources staff continued their involvement in screening applications, scheduling oral boards, and helping the Sheriff's Office with on-boarding new employees.
- Bea posted the amended rules on the Commission website and distributed them to stakeholders.

**Next Meeting:** July 11, 2019.

Meeting adjourned at approximately 10:50 am

*Minutes by Bea Acland*