

Whatcom County Civil Service Commission

January 9, 2020

Executive's Office Conference Room – Suite 108

DRAFT Minutes

Commissioners Present: Grant Fishbook, Paul Myers, Bart Miller

Sheriff Staff Present: Dawn Pierce

Human Resources (HR): Bea Acland - Chief Examiner, Shara Struiksma

Public Comment Period

None.

Approval of Minutes

Minutes from November 14, 2019 meeting approved.

Sheriff's Discussion Items

Dawn Pierce reviewed hiring activity in the Sherriff's Office:

- Patrol: Two Deputy Sheriffs at Academy, two Deputy Sheriff vacancies plus an upcoming retirement anticipated. Oral Boards will be conducted 2/13 and 2/14/20.
- Corrections: Five current vacancies with an additional vacancy pending. Several candidates in background. One conditional offer extended. Oral Boards will be conducted 1/21/20. Also had a recent on-duty assault by an inmate.
- Clerk III: Internal interest in a vacancy with the Drug Task Force. Oral Boards will be conducted 1/10/20.

Commission Agenda Items

The Commission elected Paul Meyers and Chair and Grant Fishbook as Vice-Chair for 2020.

Chief Examiner's Report

- Human Resources staff have been involved in recruitment and hiring for Corrections Deputy, Deputy Sheriff, and Clerk III, and issued a new Eligible Register for Corrections Lieutenant.
- Human Resources staff assisted with the on-boarding of several employees in November/December, including two Corrections Deputies, two Deputy Sheriffs and the new Community Outreach Coordinator position.
- Oral Boards for Corrections will be held every other month on the 3rd Tuesday of the month, starting in January. Current Entry-level Corrections Deputy register has 12 names on it.
- 2020 Oral Board dates for Patrol are pending. Current Entry-level Deputy Sheriff register has 15 names on it, several of whom will expire on January 24th.
- Human Resources staff assisted with settling contract negotiations with the Deputy Sheriff's Guild and their agreement extends to 12/31/21. Human Resources staff also assisted with reaching agreement with the new patrol command staff bargaining unit, Fraternal Order of Police. That contract will be voted on the by County Council later this month.

New Business

None

Next Meeting: February 13, 2020, 10:30 a.m. – Human Resources Conference Room

Meeting adjourned at approximately 10:50 am

Minutes by Shara Struiksma