

Whatcom County Civil Service Commission

October 13, 2022

In-person meeting with remote participation option via Zoom

Draft Minutes

Commissioners Present: Grant Fishbook, Bart Miller

Sheriff Staff Present: Undersheriff Chadwick, Lieutenant Caleb Ericson, Senior Admin. Assistant Dawn Peirce

Human Resources (HR): Bea Acland - Chief Examiner, Heidi Christie

Public Comment Period

Approval of Minutes

Minutes from May 12, 2022 and May 19, 2022 meeting were approved.

Sheriff's Discussion Items

Undersheriff Chadwick reviewed current vacancies and stated they are anticipating add 5 Patrol deputies a year for the next 6 years, still pending council approval.

Patrol: 5 vacancies

Corrections 9 vacancies

Support: 3 vacancies

The Undersheriff believes the recent Deputy Sheriff Contract is attracting an increase in out of state lateral applicants to Patrol.

Lieutenant Ericson discussed the increase in recruitment efforts for Corrections. Oral Boards are occurring within a week of receiving PST scores and eligible registers are posted within a day or two.

Commission Agenda Items

Appeal of removal from Civil Service Register: Thomas Statler. Mr. Statler was removed for cause from the Corrections Deputy entry level eligibility register on June 7, 2022. He timely filed a notice of appeal, and presented his appeal at this meeting. Commissioners heard from Mr. Statler and the Sheriff's Office, then voted on the appeal. Appeal granted by a vote of 3-0. Mr. Statler will be placed back on the eligible register.

Commissioner Miller requested he and all commissioners be notified by email of future oral boards.

Chief Examiner's Report

- Human Resources staff have been involved in recruitment for Corrections Deputy, Deputy Sheriff, and support positions including Accounting Technician, Clerk III, and ID Technician.
- Certified registers for Corrections Deputy, Deputy Sheriff, and Corrections Sergeant and Patrol Sergeant, Accounting Technician, ID Technician, Clerk III

Filled positions since Last Civil Service meeting:

- ID Technician
- Lateral Patrol Deputy
- Internal promotion -- Division Secretary
- Internal promotion – Accounting Technician
- 3 Corrections Deputy
- 1 Patrol to Corrections

- Oral Boards continue regularly for Corrections and Patrol.

New Business

None

Next Meeting:

Next regular meeting: November 10, 2022. – Human Resources Conference Room (with remote participation option via Zoom)

Meeting adjourned at 11:20 am

Minutes by Heidi Christie