**FEBRUARY 10, 2015**
**BENTON COUNTY CIVIL SERVICE COMMISSIONERS**
**REGULAR MEETING MINUTES**
***Benton County Justice Center***

**PRESENT**: Allison Taylor/Chair, Bob Knight/Commissioner, Julie Petersen/Commissioner
**ABSENT**: N/A

**OTHERS IN ATTENDANCE**: Steve Caughey/Lieutenant, Ruth Plummer/Lieutenant, Steve Hallstrom/Attorney, Tammy Dufault/Chief Examiner. Those who arrived soon after the meeting was called to order: Jon Law/Commander, Clay Vannoy/Captain, Scott Souza/Lieutenant.

Meeting called to order at 10:00 a.m. by Commissioner Allison Taylor

**APPROVAL OF MINUTES:** Will approve the January 27, 2015, Special Meeting Minutes at the February 10th Regular Meeting.

**CORRESPONDENCE/ACTION:** Approved all requests regarding additions to, and removal from, all eligibility lists.

**NEW BUSINESS:**

Adding preference points to Explorer applicants. BCSO currently considers experience when scoring Oral Board candidates.

Approved revised Corrections Corporal/Sergeant Oral Board questions (mix of old and new).

Approved all requests for removals/additions to and from eligibility lists.

Approved hiring of Joshua Cochran/Entry Corrections.

What is the Civil Service Commission's authority regarding hiring new BCSO employees if they have concerns? The Commission is always welcome and encouraged to express concerns for BCSO to consider.

What is the background process used for hiring BCSO employees? Jon Law explained process steps in detail. Commission is comfortable with current process.

Can the Sheriff request only the top female candidates from the certified eligibility list for certification when needed? Believe this has been past practice. Steve H. is looking into this to see for sure. He will also check to see if higher scoring PST male applicants can be passed over for lower scoring female applicants to participate in Oral Boards when needed.

**UNFINISHED BUSINESS:**

Civil Service Rules: Steve H. is working on modifying the model rules to reflect Benton County's needs. Rules will be reviewed on an "at least" yearly basis. Updates will be made accordingly. Per Julie's request, Steve H. will draft a Resolution adopting the modified model rules, noting the Commission will address them periodically and may make amendments from time to time.

**UNSCHEDULED BUSINESS:**

Deputy Promotional Corporal and Sergeant Lists both expire on 3/13/15. Steve C. believes a memo is in the works to extend the list's expiration date. If so, it will be brought to the next meeting for approval.

**ADJOURNED:** 10:47 a.m.

Allison Taylor 3-10-15
Allison Taylor, Commissioner Date

Tammy Dufault 3-10-15
Tammy Dufault, Chief Examiner Date