



MINUTES

**REGULAR MEETING
ADMINISTRATION BUILDING
COMMISSIONER'S MEETING ROOM 303
FEBRUARY 13, 2024
2:00 P.M.
Executive Session: No**

The meeting opened at 2:00 pm.

Commissioners Present – Paul Hart, Patty Wilson and Delaney Tucker.

Civil Service Commissioner Housekeeping Items

Commissioner Hart called the meeting to order and went into the Chair and Vice Chair elections. Commissioner Wilson recommended Commissioner Hart as Chair. Commissioner Hart agreed he would do it. Commissioner Wilson made a motion and Commissioner Tucker seconded. Motion passed unanimously. Commissioner Hart recommended Commissioner Wilson as Vice chair. Commissioner Wilson made a motion and Commissioner Tucker seconded. Motion passed unanimously.

Chief Examiner Henry brought around the contact information sheet to the newly appointed Chair Hart. He confirmed his contact information. Ms. Henry asked if he had received any of her emails, which he stated that they were still going to spam. She mentioned that he could send her an email and she would just create a chain to see if that would change anything. He said he would send her an email to test it.

Meeting Minutes for December 12, 2023 & January 9th, 2024

Chair Hart brought up the topic of approving both the minutes from the December 12th & January 9th meetings. There was a little confusion among the Commission of who could approve the minutes for December as the only two members of the Commission that were present were former Chair Hutchins and Vice Chair Wilson. Commissioner Tucker didn't feel comfortable approving minutes as she wasn't appointed to the Commission yet and Chair Hart had a similar concern since he wasn't present. They asked if they need to certified if 2 members aren't comfortable. Ms. Henry explained that regardless of who is present at the previous meetings, minutes must be certified, it can't just be skipped. And used the Board of County

Commissioners as an example. When newly appointed board members start, they still approve minutes despite having not been present for the meeting. Commissioner Wilson moved to approve both of the December 12, 2023 and January 9, 2024 minutes. Commissioner Tucker abstained from the December 12th minutes but seconded the January 9th minutes. Chair Hart seconded on the December 12th minutes but abstained from the January 9th minutes. Motions passed unanimously.

Staffing Update and Certification of Eligibility Lists

Current openings were discussed. Ms. Henry let the Commission know that there are 2 openings for Deputies, and that the discrepancy that was brought up at the last meeting had been resolved. She explained that with the help of payroll and the Sheriff's office they were able to discover which positions are open, by line item. She let the Commission know that there is also one opening on the Clerical side. Chair Hart asked Lieutenant Clark who left, he stated that it was Aaliyah Valladares and that she went over to Corrections. The eligibility lists for Entry Level Deputies, Lateral Deputies and Sheriff's Clerical were certified at this time. While signing the eligibility lists, Commissioner Tucker had a few questions on the process for applicants to get on the lists. Starting with Laterals. Ms. Henry explained that the laterals just need to email her a copy of their PHS. Lieutenant Clark also explained that laterals are very hard to come by and are very sought after by the Sheriff's Office. So, when we get a lateral applicant, they want their name immediately. Ms. Henry let him know that she would send them after the meeting. Commissioner Tucker also asked how the testing works for Clerical positions. Ms. Henry explained that they submit a PHS and we partner with Worksource to complete a series of clerical tests. The eligibility lists are then arranged in order of the combined test scores.

Open Public Meetings Act / Public Records Act Training

Ms. Henry once again brought up the plan for the Open Public Meetings and Public Records Training certifications. She explained that the training would take place over a few meetings until they were done. Chair Hart asked if this was a County requirement or if it was something new. Ms. Henry explained that this was actually an RCW and pulled out the RCW. Lieutenant Clark helped further explain that it's a requirement his department gets certified as well. Chair Hart then stated that he'll probably bring it up at his next LEOFF meeting. Ms. Henry let Chair Hart and Commissioner Wilson know that these would begin after the next meeting unless there were any conflicts. They both agreed.

Public Comment

Chair Hart asked if there was public comment and there was no response.

Setting of March Meeting

March 12th at 2:00 pm in the Commissioner's Meeting Room 303. Commissioner Tucker stated that she might not be able to attend.

Meeting adjourned at 2:20 pm.

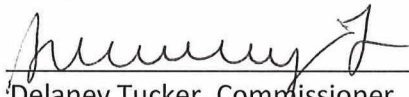
Approved this 12th day of March, 2024



Paul Hart, Chair



Patty Wilson, Vice Chair



Delaney Tucker, Commissioner

Attest:



Devon Henry, Chief Examiner



AGENDA

**REGULAR MEETING
ADMINISTRATION BUILDING
COMMISSIONERS' HEARING ROOM 303
FEBRUARY 13, 2024
2:00 P.M.
Executive Session: If Needed**

Call to Order

Regular Business:

- Civil Service Commissioner Position Housekeeping Items
 - Chair and Vice Chair Elections
 - Commissioner Contact Information Review
- Approve minutes for the December 12, 2023 & January 9, 2024 Regular Meetings
- Entry and Lateral Deputy Update
- Sheriff Clerical Update
- Certification of Eligibility Lists

Old Business:

- Open Public Meetings Act / Public Trainings Act

New Business: N/A

Public Comment

Setting of March Meeting

Adjournment



MINUTES

**REGULAR MEETING
ADMINISTRATION BUILDING
COMMISSIONER'S MEETING ROOM 303
JANUARY 9, 2024
2:00 P.M.
Executive Session: No**

The meeting opened at 2:00 pm.

Commissioners Present – Patty Wilson and Delaney Tucker.

Civil Service Commissioner Housekeeping Items

Newly appointed Commissioner Tucker introduced herself to those in attendance. Lieutenant Mike Clark also introduced himself to her. Commissioner Wilson chose to table the Chair and Vice Chair elections to the next meeting where all 3 commissioners could be present and participate. At this time, Chief Examiner Devon Henry passed around a contact sheet for the two Commissioners to verify that the information was all correct or if anything needed to be updated.

Meeting Minutes for December 12, 2023

Commissioner Wilson chose to table the certification of the meeting minutes until the next meeting.

Staffing Update and Certification of Eligibility Lists

Current openings were discussed. Ms. Henry let the Commission know that there is a discrepancy in the number of deputy openings between herself and the Sheriff's Office. She stated that she has been working alongside the Sheriff's Office to figure out where the discrepancy lies. She also asked Lieutenant Clark if he had an update on the matter. He said he was aware of the issue but had no update. Commissioner Tucker had asked who the most recent addition was to the list and Ms. Henry didn't know right off the top of her head. While getting ready to certify the list, Commissioner Tucker noticed the date still showed 2023 instead of 2024, and asked if she could correct and initial. Ms. Henry said it was no problem and thanked her for catching that.

Open Public Meetings Act / Public Records Act Training

Ms. Henry once again brought up the plan for the Open Public Meetings and Public Records Training certifications. She explained that the training would take place over a few meetings until they were done, but it would pertain to Commissioner Tucker as she already has her certifications. Ms. Henry stated that she would go into further detail when Commissioner Hart returned.

Public Comment

Commissioner Wilson asked if there was public comment and there was no response.

Setting of February Meeting

February 13th at 2:00 pm in the Commissioner's Meeting Room 303.

Meeting adjourned at 2:09 pm.

Approved this 13 day of February 2024

Abstained
Paul Hart, Vice Chair

P. Wilson
Patty Wilson, Commissioner

Delaney Tucker
Delaney Tucker, Commissioner

Attest:
Devon Henry
Devon Henry, Chief Examiner

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST - ENTRY LEVEL DEPUTIES
FEBRUARY 13, 2024

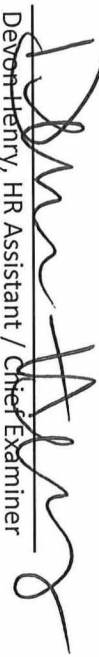
Rank	First Name	Last Name	Score Certified Date	Written	Gender	Vet Pref	Notes
1	Ernesto	Rivas	1/31/2024	85.89	Male	No	2 OPENINGS
2	Micah	Tappero	1/11/2024	85.6	Male	No	
3	Fernando	Romero	1/20/2024	84.59	Male	No	
4	Brandon	Mitchell	9/9/2023	83.44	Male	No	
5	Jonathon	Frasco	10/14/2023	81.1	Male	No	
6	Cheyenne	McManus	8/15/2023	78.26	Female	No	
7	Leobardo	Tapia	12/28/2023	78.07	Male	No	
8	Sydney	Hoeft	12/22/2023	77.65	Female	No	
9	Jacob	Russell	1/20/2024	77.55	Male	No	
10	Derek	Harder	7/15/2023	76.82	Male	No	
11	James	Cozad	1/11/2024	76.76	Male	No	
12	Anthony	Gomez	9/17/2023	76.35	Male	No	
13	Garyn	Berrier	11/22/2023	75.96	Male	No	
14	Jorge	Llerenas	9/29/2023	75.89	Male	No	
15	Julio	Avalos	4/2/2023	75.68	Male	No	
16	Roman	Trujillo Ramirez	10/14/2023	75.15	Male	No	
17	Maxwell	Miller	6/17/2023	75.13	Male	No	
18	David	Sage	12/2/2023	74.93	Male	No	
19	Alex	Mayer	4/22/2023	74.54	Male	No	
20	Jesus	Colula	8/2/2023	73.21	Male	No	
21	Brock	Sitman	8/19/2023	73.13	Male	No	
22	Eduardo	Ortiz-Perez	11/7/2023	73.08	Male	No	
23	Tomas	Fernandez	3/11/2023	73.06	Male	No	
24	Niko	Sanford	3/11/2023	72.97	Male	No	
25	Anthony	Gregory Carter	3/25/2023	72.74	Male	Yes	
26	Jesus	Martinez Guzman	2/14/2023	72.67	Male	No	
27	Mitchall	Roderick	5/20/2023	72.60	Male	No	
28	Jesus	Gutierrez Jr	6/3/2023	71.76	Male	No	

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST - ENTRY LEVEL DEPUTIES
 FEBRUARY 13, 2024

Rank	First Name	Last Name	Score Certified Date	Written	Gender	Vet Pref	Notes
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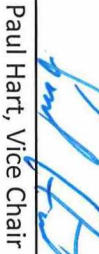
This list has been certified by the Civil Service Chief Examiner in accordance with Benton County Civil Service Rule 9.01.

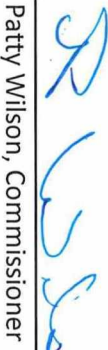
Dated this 13th day of February, 2024

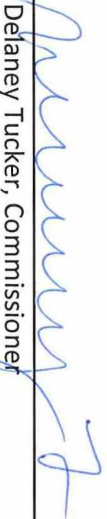

 Devon Henry, HR Assistant / Chief Examiner

This list has been certified by the Benton County Civil Service Commission in accordance with RCW # 41.14.060 and Benton County Civil Service Rules.

Dated this 13th day of February, 2024


 Paul Hart, Vice Chair


 Patty Wilson, Commissioner


 Delaney Tucker, Commissioner

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST - LATERAL DEPUTIES
 FEBRUARY 13, 2024

Rank	First Name	Last Name	PHS Received	Years of Experience	Gender	Vet Pref	Notes
1	Patrick	Wright	1/23/2024	8	Male	No	
2	Aimee	Bergman	2/9/2024	4	Female	No	

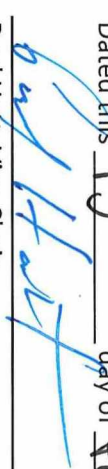


2 OPENINGS

This list has been certified by the Civil Service Chief Examiner in accordance with Benton County Civil Service Rule 9.01.

Dated this 13th day of February, 2024

 Devon Henry, HR Assistant / Chief Examiner


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Dated this 13th day of February, 2024

 Paul Hart, Vice Chair

 Patty Wilson, Commissioner

 Delaney Tucker, Commissioner

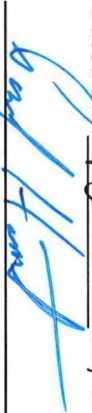
BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST - SHERIFF'S CLERICAL GRADE 8
 FEBRUARY 13, 2024

Rank	First Name	Last Name	PHS Received Date	Combined Clerical Testing	Vet Pref	Notes

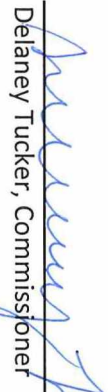
This list has been certified by the Civil Service Chief Examiner in accordance with Benton County Civil Service Rule 9.01.

Dated this 13th day of February, 2024

 Devon Henry, HR Assistant/Chief Examiner

This list has been certified by the Benton County Civil Service Commission in accordance with RCW # 4.1.14.060 and Benton

Dated this 13th day of February, 2024
 County Civil Service Rules.

 Paul Hart, Vice Chair

Patty Wilson, Commissioner


 Delaney Tucker, Commissioner