



CIVIL SERVICE COMMISSION

MINUTES

**REGULAR MEETING
ADMINISTRATION BUILDING
MEETING ROOM 203
JUNE 13, 2023
2:00 P.M.
Executive Session: No**

PRESENT: Mary Anne Hutchins, Chair; Paul Hart, Vice Chair; Patty Wilson, Commissioner

OTHERS IN ATTENDANCE: Tammy Dufault, HR Assistant/Provisional Chief Examiner; Eric Wyant, HR Assistant Manager; Steve Hallstrom, County Attorney; Devon Henry, HR Secretary; Jason Erickson, Lieutenant; Michael Clark, Lieutenant; Marsha Hart, Visitor

CALL TO ORDER: Meeting called to order at 2:01 p.m. by Mary Anne Hutchins

REGULAR BUSINESS:

- Commissioner Hart moved to approve the May 9, 2023, Regular Meeting minutes. Commissioner Wilson seconded, and upon vote the motion passed unanimously.
- Commissioner Hart moved to approve the May 30, 2023 Special Meeting minutes. Commissioner Wilson seconded, and upon vote the motion passed unanimously.
- Entry Deputy Update – BCSO currently has 3 openings. They have been given the names they need.
- Lateral Entry Update – BCSO hired Joseph Geil. He will start on July 1, 2023.
- Promotional Testing Update – CJ Conner was promoted to Sergeant on June 1, 2023.
- Sheriff Clerical Update – There are currently 2 Grade 8 openings – BCSO has been given the names they need. There is currently one Grade 9 opening – The Promotional Announcement was presented to the Commission for approval. Commissioner Hart moved to approve and Commissioner Wilson seconded the approval. When Chair Hutchins asked if there was any other discussion, Mr. Wyant brought up the suggestion of scheduling a special meeting on June 27, 2023 for the Commission to certify the eligibility list for clerical promotions so the Sheriff's Office wouldn't have to wait until July. Commissioner Hart questioned why there was a need for a Special Meeting when the Chief Examiner has approved the Promotional Lists in the past. Chair Hutchins and Commissioner Wilson agreed. Mr. Wyant brought up that the Commission recently

scheduled a special meeting to certify eligibility lists for sergeant/corporal promotional testing, and that the Commission has previously stated their openness to scheduling special meetings to certify lists as the reason why he suggested it. All Commissioners made it clear, that they do not want to schedule a Special Meeting on June 27, 2023. Commissioner Wilson moved to approve the Chief Examiner has the authority to certify the Eligibility Lists, including Promotional Eligibility Lists, and Commissioner Hart seconded, and upon vote, the motion passed unanimously.

- Following that vote, Commissioner Wilson moved to approve the Promotional Testing Announcement for Clerical, Commissioner Hart seconded, and upon vote, the motion passed unanimously.

NEW BUSINESS:

- Lieutenant Erickson brought up the question why we need to have promotional testing by Civil Service, for the Grade 9 Administrative Clerk position instead of just posting it in-office. There was a discussion regarding the reasons, and since there is a defined Grade 8 versus Grade 9 title and salary difference, per the Civil Service Rules, it is considered a promotion. Lieutenant Erickson inquired how detective or SWAT positions aren't considered promotional testing, and Mr. Wyant stated that those are duty assignments at the discretion of the Sheriff and anyone assigned to them still at the same rank or pay grade of their peers, it is not a promotion. After discussion, the Commission agreed that promotional testing is required by Civil Service, and so it can not just be posted internally by the Sheriff's Office.

ADJOURNMENT: 2:16 p.m.

Approved this 27th day of June, 2023

Absent
Mary Anne Hutchins, Chair

Paul Hart
Paul Hart, Vice Chair

P. Wilson
Patty Wilson, Commissioner

Attest:

Tammy Dufault
Tammy Dufault, Provisional Chief Examiner

Mary Anne Hutchins, Chair
Paul Hart, Vice Chair
Patty Wilson, Commissioner



Tammy Dufault, Provisional
Chief Examiner

CIVIL SERVICE COMMISSION

AGENDA

**REGULAR MEETING
ADMINISTRATION BUILDING
MEETING ROOM 203
JUNE 13, 2023
2:00 P.M.
Executive Session: If Needed**

Call to Order

Regular Business:

- Approve minutes for the May 9, 2023 Regular Meeting
- Approve minutes for the May 30, 2023 Special Meeting
- Entry Deputy Update
- Sheriff Clerical Update
- Promotional Testing Update

Old Business:

-

New Business:

- Chief Examiner Appointment
- Certification of Eligibility Lists

Public Comment

- Please limit comment to three minutes

Setting of July Meeting

Adjournment

Mary Anne Hutchins, Chair
Paul Hart, Vice Chair
Patty Wilson, Commissioner



Tammy Dufault,
Provisional Chief Examiner

CIVIL SERVICE COMMISSION

MINUTES

**REGULAR MEETING
ADMINISTRATION BUILDING
COMMISSIONERS' HEARING ROOM 303
TUESDAY, MAY 9TH, 2023
2:00 P.M.**

PRESENT: Mary Anne Hutchins, Chair; Patty Wilson, Commissioner

ABSENT: Paul Hart, Vice Chair

OTHERS IN ATTENDANCE: Catelyn Osorio, Civil Service Chief Examiner/HR Secretary; Eric Wyant, HR Assistant Manager; Steve Hallstrom, County Attorney; Jason Erickson, Lieutenant; Michael Clark, Lieutenant; Tammy Dufault, HR Assistant.

CALL MEETING TO ORDER: Meeting called to order at 2:00 p.m. by Chair Hutchins

APPROVAL OF THE MINUTES:

- Chair Hutchins moved to approve the April 11th, 2023 Regular Meeting minutes. Commissioner Wilson seconded and upon vote, the motion passed unanimously.

REGULAR BUSINESS:

- Entry Deputy Eligibility Lists for May 9th, 2023 certified by the Civil Service Commission. There are currently 4 vacancies and 26 names on the list.
- Entry Records Clerk has one vacancy and one on the list certified at the last Civil Service Commission meeting.
- Lateral Deputy Eligibility Lists for April 26th, 2023 and May 5th, 2023 previously certified by Chief Examiner Osorio also certified by Civil Service Commission. There are currently 3 names on the list.

NEW BUSINESS:

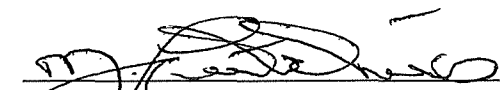
- Chief Examiner Osorio presented the request of Sheriff Deputy B. Hansen to be able to participate in promotional testing following his late application due to extenuating circumstances. Commissioner Wilson moved to approve B. Hansen’s late application. Chair Hutchins seconded and upon vote, the motion passed unanimously.

UNSCHEDULED BUSINESS:

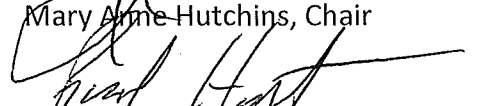
- Lieutenant Erickson presented to the Commission the request to utilize digital version of scoring sheet for promotional testing. The Commission gave their consensus to allow the Sheriff’s office to use an electronic scoring format for their promotional testing.
- Mr. Wyant asked the Commission for approval to appoint Tammy Dufault as an provisional Chief Examiner following Chief Examiner Osorio’s resignation. Commissioner Wilson moved to approve Tammy Dufault as provisional Civil Service Chief Examiner. Chair Hart seconded and upon vote, the motion passed unanimously.

ADJOURN: 2:16 p.m.

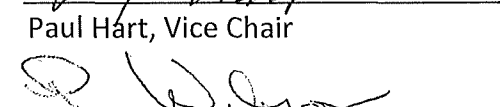
Approved this 13th day of JUNE, 2023



Mary Anne Hutchins, Chair



Paul Hart, Vice Chair



Patty Wilson, Commissioner

Attest:



Tammy Dufault, Provisional Chief Examiner

Mary Anne Hutchins, Chair
Paul Hart, Vice Chair
Patty Wilson, Commissioner



Tammy Dufault, Provisional
Chief Examiner

**CIVIL SERVICE COMMISSION
MINUTES**

**SPECIAL MEETING
ADMINISTRATION BUILDING
CONFERENCE ROOM 203
TUESDAY, MAY 30, 2023
2:00 P.M.
EXECUTIVE SESSION: NO**

PRESENT: Mary Anne Hutchins, Chair; Paul Hart, Vice Chair; Patty Wilson, Commissioner

OTHERS IN ATTENDANCE: Tammy Dufault, Civil Service Provisional Chief Examiner;
Eric Wyant, HR Assistant Manager; Lt. Jason Erickson, BCSO; Lt. Mike Clark, BCSO

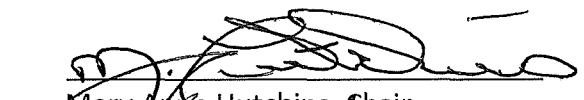
CALL TO ORDER: Meeting called to order at 2:04 p.m. by Chair Hutchins

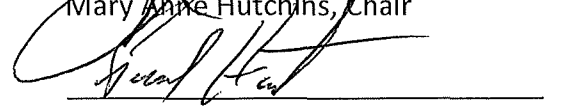
REGULAR BUSINESS:

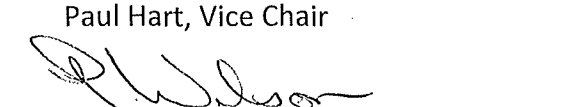
- Chair Hutchins moved to approve the 2023, BCSO Corporal and BCSO Sergeant Promotional Eligibility Lists. Vice Chair Hart seconded, and upon vote the motion passed unanimously.

ADJOURNMENT: 2:06 p.m.

Approved this 13th day of June, 2023



Mary Anne Hutchins, Chair


Paul Hart, Vice Chair


Patty Wilson, Commissioner

Attest:

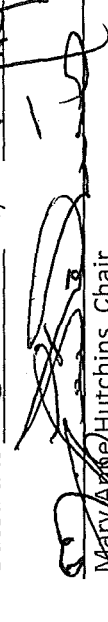

Tammy Dufault, Provisional Chief Examiner

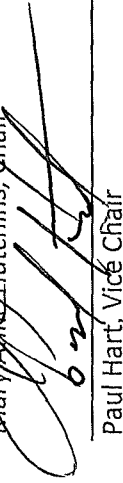
BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST- CORPORAL LIST
 MAY 19, 2023

		No Openings		
Rank	First Name	Last Name	Score Certified Date	Exam Score
1	Clifton	Conner	5/30/2023	94
2	Zachary	Donovan	5/30/2023	85
3	Abel	Suarez	5/30/2023	70
				Notes

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 30th day of MAY, 2023


 Mary Anne Hutchins, Chair


 Paul Hart, Vice Chair


 Patty Wilson, Commissioner

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST- SERGEANT LIST
MAY 19, 2023

					One Opening	
Rank	First Name	Last Name	Test Date	Exam Score	Notes	
1	Clifton	Conner	5/30/2023	94		
2	Antonio	Martinez	5/30/2023	86		
3	Zachary	Donovan	5/30/2023	85		
4	Jean-Paul	Benitez	5/30/2023	75		
5	Abel	Suarez	5/30/2023	70		

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.

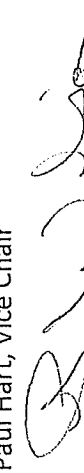
Dated this 30th day of MAY, 2023



Mary Anne Hutchins, Chair



Paul Hart, Vice Chair



Patty Wilson, Commissioner

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST - ENTRY LEVEL DEPUTIES
 JUNE 13, 2023

3 OPENINGS							Notes
Rank	First Name	Last Name	PST Score Certified Date	Written	Gender	Vet Pref	
1	Zachary	King	2/25/2023	88.86	Male	Yes	
2	Kyle	Smith	5/1/2023	87.57	Male	Yes	
3	Tatum	Nielsen	4/29/2023	86.75	Female	No	
4	Fernando	Casas Blanco	3/11/2023	86.06	Male	Yes	
5	Joshua	Brown	12/15/2023	85.06	Male	Yes	
6	Jared	Kirk	5/1/2023	85.07	Male	No	
7	Shandi	Coe	5/6/2023	84.78	Female	No	
8	Tyler	Campbell	3/15/2023	81.38	Male	No	Sent to Sheriff 4/5/2023
9	Cole	Belton	4/23/2023	81.01	Male	Yes	Documentation requested 6/7/2023
10	Nathan	Morgan	12/30/2022	80.1	Male	No	Sent to Sheriff 5/5/2023
11	Samuel	Ferraro	4/15/2023	78.96	Male	Yes	Documentation requested 6/7/2023
12	Josmar	Valencia	1/10/2023	77.71	Male	Yes	Documentation requested 6/7/2023
13	Ian	Gomez	3/11/2023	77.54	Male	No	
14	Jakob	Mulholland	12/28/2023	77.22	Male	No	
15	Abner	Chicas	1/14/2023	77.11	Male	No	
16	Cheyenne	McMannus	5/20/2023	73.33	Female	No	
17	Tomas	Fernandez	3/11/2023	73.06	Male	No	
18	Niko	Sanford	3/11/2023	72.97	Male	No	
19	Anthony	Gregory	3/25/2023	72.74	Male	Yes	Documentation requested 6/7/2023
20	Jesus	Martinez Guzman	2/14/2023	72.67	Male	No	
21	Mitchall	Roderick	5/20/2023	72.6	Male	No	
22	Casey	Oxford	1/26/2023	72.23	Male	No	
23	George	Daud	3/11/2023	71.47	Male	No	
24	Garrett	Brady	1/14/2023	70.51	Male	No	

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST- ENTRY LEVEL DEPUTIES
JUNE 13, 2023

Rank	First Name	Last Name	PST Score Certified Date	Written	Gender	Vet Pref	Notes

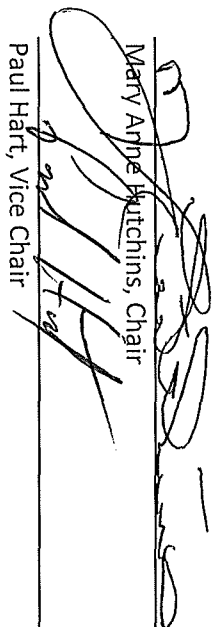
This list has been certified by the Civil Service Chief
 Examiner in accordance with Benton County Civil
 Service Rule 9.01.


Dated this 8th day of June, 2023

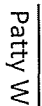

 Tammy Dufault, HR Assistant / Provisional Chief Examiner

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 May, 2023


 Mary Anne Hutchins, Chair


 Paul Hart, Vice Chair


 Patty Wilson, Commissioner

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST - SHERIFF'S CLERICAL GRADE 8
 JUNE 13, 2023

Rank	First Name	Last Name	PHS	Combined	Vet Pref	Notes
			Received Date	Clerical Testing		
1	Kelsey	Lapierre	5/17/2023	254.00	N/A	2 OPENINGS
2	Hannah	Baker	5/31/2023	239.00	N/A	
3	Andrew	Grimm	5/18/2023	233.00	N/A	
4	Pashtana	Jalalyar	5/22/2023	232.00	N/A	
5	Alan	Stone	5/17/2023	229.00	N/A	
6	Jaclyn	Lewellyn	5/19/2023	226.00	N/A	
7	Ian	Perry	5/21/2023	224.00	N/A	
8	Mayra	Salaiza	5/23/2023	220.00	N/A	
9	Martika	Nowlin	5/18/2023	206.00	N/A	
10	Jordyn	Clark	5/27/2023	205.00	N/A	
11	Miranda	Tacheira	5/22/2023	199.00	N/A	
12	Janya	Lechuga	5/23/2023	195.00	N/A	
13	Alyssa	Correa	5/22/2023	181.00	N/A	


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

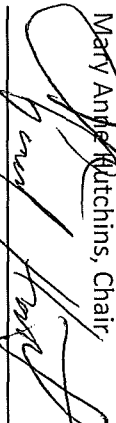
Dated this 9th day of June, 2023

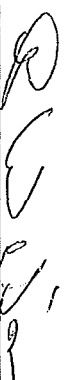

 Tammy Dufault, HR Assistant / Provisional Chief Examiner

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 June, 2023


 Mary Anne Hutchins, Chair


 Paul Hart, Vice Chair


 Patty Wilson, Commissioner

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST- LATERAL DEPUTIES
 JUNE 13, 2023

Rank	First Name	Last Name	PHS Received	Years of Experience	Gender	Vet Pref	Notes
1	Joseph	Geil	4/26/2023	3.00	Male	No	Starting 7/1/23
3 OPENINGS							

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

Dated this 8th day of June, 2023


 Tammy Dufault, HR Assistant / Provisional 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 June, 2023


 Mary Anne Hutchins, Chair


 Paul Hart, Vice Chair


 Patty Wilson, Commissioner