



MINUTES

**REGULAR MEETING
ADMINISTRATION BUILDING
COMMISSIONER'S MEETING ROOM 303
JUNE 11, 2024
2:00 P.M.
Executive Session: No**

The meeting opened at 2:00 pm.

Commissioners Present – Patty Wilson, Delaney Tucker and Evan Carlisle.

Civil Service Commissioner Position Housekeeping Items

Chief Examiner Henry introduced the new Civil Service Commissioner, Evan Carlisle. Evan told everyone a little about himself. He used to work as a Reserve Deputy for Benton County and has now moved into working in agriculture.

Commissioner Wilson asked the other Commissioners about the Chair and Vice Chair selection. After a short discussion, Commissioner Tucker moved to have Commissioner Wilson be Chair. Commissioner Carlisle seconded, and the motion passed unanimously. Commissioner Carlisle moved to elect Commissioner Tucker as Vice Chair. Chair Wilson seconded and the motion passed unanimously.

Approval of May 21, 2024 Meeting Minutes

Chair Wilson moved for the approval of the May 21, 2024 Special Meeting Minutes, Commissioner Tucker seconded. Motion passed unanimously.

Staffing Update and Certification of Eligibility Lists

Current openings were discussed. Chief Examiner Henry let the Commission know that there are currently 2 openings for Deputies. And that there are 2 openings for Sheriff's Clerical.

The eligibility lists for Entry Level Deputies, Lateral Deputies and Sheriff's Clerical for June 5th and June 11th were reviewed and certified at this time.

Civil Service Rules Update

Ms. Henry informed the Commission that she is still working on the rules update. She asked if they've reviewed and if they had any suggestions. Chair Wilson stated the need to add in the Lead Civil Clerk position under Rule 5. Ms. Henry said she would add it in. She also stated that she would make sure that Vice Chair Tucker and Commissioner Carlisle would receive the rules. She mentioned that she would be sending the rules to the Sheriff's office next for their review and input.

Promotional Testing

Sergeant/Corporal Exam:

Ms. Henry referred the Commission to the Promotional Exam for review. Chair Wilson mentioned that she hadn't seen it before but asked Lieutenant Clark if it was similar to the previous exam. He said he wasn't the one who wrote it but the content followed a similar structure as the previous exam. He explained that each candidate gets about 60 minutes to complete the exam and that there were 3 sections. The evaluators will score based off of 5 different aspects, and each aspect will have a total score of 20 points. At this time, Chief Examiner Henry shared what the evaluators score sheet looks like, on the screen. Vice Chair Tucker had asked if 60 minutes would be enough time, and Lieutenant Clark responded that, if the candidates are well versed within the job, they can normally complete the testing in 45 minutes. Vice Chair Tucker also asked for clarification about this being a Sergeant or Corporal exam and Lieutenant Clark said both. Commissioner Carlisle moved to approve the Promotional Exam as presented, Vice Chair Tucker seconded. Motion passed unanimously.

Corporal Testing Eligibility:

Chair Wilson acknowledged the agenda item and asked what it was. Ms. Henry explained that the Sheriff's Office wanted to update eligibility for the Corporal testing requirement, however since they had received their desired 5 applicants, the Sheriff's Office didn't think it was necessary to talk about. Lieutenant Clark agreed, so the Commission took no action and moved to the next item on the agenda.

Lead Civil Clerk Examination:

Ms. Henry brought to the Commission's attention that with the Lead Civil Clerk being a grade 11 position, it would make sense to do more than the regular administrative testing. Lieutenant Clark mentioned that the Sheriff's Office agreed and was looking into just conducting an oral board for the candidate. Chair Wilson had said that it didn't make sense to have them do the administrative testing since they have already completed it to get their current role and the oral board makes sense. Commissioner Carlisle moved to allow the Sheriff's Office to conduct the oral board and Vice Chair Tucker seconded and the motion passed unanimously.

Temporary position

Lieutenant Clark gave an update on the temporary position within the Sheriff's Office. They've cleared everything with County Administration and he spoke to the Human Resources Manager, Carlee about the position and everything is good to go. They are aware that Civil Service allows for a temporary position for a few months, but they decided to the testing route. They will pull from the established list. Commissioner Carlisle asked if these were specific to road positions and Lieutenant Clark said, yes. He also explained that the promotional testing looks to be scheduled for July 1st and 2nd. Vice Chair Tucker asked, what happens if they are placed in that role and they don't do a good job? Lieutenant Clark explained that's why they would like to do the testing. That way they can test supervisor abilities before just throwing them into the position.

Public Comment

Chair Wilson asked if there was any public comment and there was no response.

Setting of June Meeting

July 9th at 2:00 pm in the Commissioner's Meeting Room 303.

Meeting adjourned at 2:35 pm.

Approved this 9th day of July, 2024



Patty Wilson, Chair

approved telephonically
Delaney Tucker, Vice Chair

Absent
Evan Carlisle, Commissioner

Attest:



Devon Henry, Chief Examiner



AGENDA

**REGULAR MEETING
ADMINISTRATION BUILDING
COMMISSIONERS' HEARING ROOM 303
TUESDAY JUNE 11, 2024
2:00 P.M.
Executive Session: If Needed**

Call to Order

Regular Business:

- Civil Service Commissioner Position Housekeeping Items
 - New Commissioner Introduction
 - Chair and Vice Chair Selection
- Approve Minutes for the May 21, 2024 Special Meeting
- Staffing Update
- Certification of Eligibility Lists

Old Business:

- Civil Service Rules Update

New Business:

- Promotional Testing
 - Approval of Sergeant/Corporal Exam
 - Corporal Testing Eligibility
 - Lead Civil Clerk Examination

Sheriff's Office Business:

- Temporary Position Update

Public Comment

Setting of July Meeting

Adjournment



MINUTES

**SPECIAL MEETING
ADMINISTRATION BUILDING
COMMISSIONER'S MEETING ROOM 303
MAY 21, 2024
2:00 P.M.
Executive Session: No**

The meeting opened at 2:00 pm.

Commissioners Present – Paul Hart and Patty Wilson.

Approval of April 9, 2024 Meeting Minutes

Vice Chair Wilson moved for the approval of the April 9, 2024 meeting minutes, Chair Hart seconded and the motion passed unanimously.

Staffing Update and Certification of Eligibility Lists

Current openings were discussed. Chief Examiner Henry let the Commission know that there are currently 2 openings for Deputies. And that there are no openings for Sheriff's Clerical.

The eligibility lists for Entry Level Deputies, Lateral Deputies and Sheriff's Clerical for April 17th, May 8th and May 21st were reviewed and certified at this time.

Civil Service Rules Update

Ms. Henry informed the Commission that she has finished the first draft of the rules update and gave them copies for their review. She asked them to read them over and let her know if they have any suggestions. She also informed them that the rules are not only being reviewed internally, but she has also sent them to former Chief Examiner, Tammy Dufault. Since Tammy was in the role for so long, her advice is valuable. Vice Chair Wilson asked how the rules were created. And Ms. Henry explained that she went through the current rules and found the most important pieces and added things that the current rules were lacking. Vice Chair Wilson also asked if they've gone to legal yet. Ms. Henry said that the rules have not gone yet but they will be reviewed by legal once all input from everyone is collected.

Promotional Testing

Lieutenant Erickson spoke to the Commission about conducting promotional exams. He explained that the Sheriff's Office is currently working on prepping the exam and it will very similar format to the exam last year. They are hoping to have it drafted and ready by the next Civil Service Meeting and they will send it to Chief Examiner Henry prior to then for her review. Ms. Henry reminded the Commission that they will need to pass a motion to allow the testing to be conducted since they undid their last motion to conduct proactive testing. Chair Hart moved to allow the Sheriff's Office to conduct Promotional Testing in the same manner as they were conducted last year. Vice Chair Wilson seconded the motion, motion passed unanimously. Ms. Henry also informed the Commission that she gave them copies of the announcement. The announcement stated that she will accept applications for testing from today, May 21st through June 8th, if they approved the announcement. She told the Commission they had to motion to approve the announcement. Chair Hart motioned to approved the announcement, Vice Chair Wilson seconded, and the motion passed unanimously.

Temporary Position

Lieutenant Erickson also spoke to the Commission about the temporary position that was brought up at the previous meeting. He explained that they have a few supervisors that are currently out or will be going out on leave. So, they want to create a temporary position to cover while the supervisors are out. They would utilize the eligibility list that will be created after promotional testing. The suspect that they would need 1 Sergeant and 2 Corporals. He said that they've been working with all of the appropriate parties to make sure this is doable. Chair Hart asked if they needed to make a motion to allow this. Ms. Henry said no because this is just informational for the Commission and it's more of a budgetary item for the Board of County Commissioners.

Public Comment


Chair Hart asked if there was any public comment and Commander Clarke spoke. He thanked the Commission for all of the work they do.

Setting of June Meeting

June 11th at 2:00 pm in the Commissioner's Meeting Room 303.

Meeting adjourned at 2:18 pm.


Approved this 11th day of June, 2024



Patty Wilson, Vice Chair

approved telephonically

Delaney Tucker, Commissioner



Evan Carlisle, Commissioner

Attest:


Devon Henry, Chief Examiner

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST- ENTRY LEVEL DEPUTIES

JUNE 11, 2024

							2 OPENINGS
Rank	First Name	Last Name	Score Certified Date	Written	Gender	Vet Pref	Notes
1	Ian	Bergevin	3/25/2024	91.93	Male	Yes	Documentation received 4/8/24
2	Chistopher	Justice	5/18/2024	91.47	Male	Yes	Documentation received 6/11/24
3	Dylan	Losvar	5/12/2024	89.5	Male	Yes	Documentation received 6/11/24
4	Alex	Benitez	3/26/2024	89.12	Male	No	Sent to Sheriff 5/24/24
5	Jose	Gonzalez	3/22/2024	87.05	Male	Yes	Documentation received 4/8/24 - Sent 5/24/24
6	Steven	Scott	3/15/2024	86.04	Male	Yes	Documentation received 3/19/24
7	Austin	Hudec	9/29/2023	85.37	Male	Yes	Documentation received 4/17/24
8	Izayah	Darby	2/24/2024	83.98	Male	No	
9	Mikael	Sant	4/14/2024	83.96	Male	No	
10	Jacob	Cox	4/13/2024	83.87	Male	Yes	Documentation received 6/11/24
11	Sylvester	Balerrama	4/14/2024	83.52	Male	No	
12	Ryan	Sulik	3/11/2024	83.2	Male	No	
13	Tanner	Galloway	5/4/2024	83.07	Male	Yes	Documentation received 6/11/24
14	Charles	Lukner	3/9/2024	83.02	Male	No	
15	Spencer	Wolfe	4/14/2024	82.97	Male	No	
16	Victor	Barajas	2/15/2024	81.33	Male	No	
17	Breckan	McDaid	5/14/2024	81.31	Male	No	
18	William	Cordoza	4/5/2024	80.83	Male	No	
19	Freddy	Peregrino-Bravo	4/14/2024	79.93	Male	No	
20	Curtis	Peiffer	4/27/2024	79.6	Male	No	
21	Fabio	Alfaro Michel	5/3/2024	79.3	Male	No	
22	Michael	Minarik	2/15/2024	79.3	Male	No	
23	Alexander	Castro Gil	4/14/2024	79.06	Male	No	
24	Ryan	Burford	3/24/2024	78.84	Male	No	
25	Tariq	Francois	4/6/2024	78.8	Male	No	
26	Aaron	Gomez	10/10/2023	78.47	Male	No	Will be eligible January 2025
27	Cheyanne	McManus	8/15/2023	78.26	Female	No	Sent to Sheriff 1/10/24
28	Edward	Moreno	10/14/2023	78.22	Male	No	

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST- ENTRY LEVEL DEPUTIES

JUNE 11, 2024

Rank	First Name	Last Name	Score Certified Date	Written	Gender	Vet Pref	Notes
29	Leobardo	Tapia	12/28/2023	78.07	Male	No	
30	Jesse	Coffman	5/18/2024	77.76	Male	No	
31	Julian	Mendoza	1/20/2024	77.67	Male	No	
32	Anthony	Gomez	9/17/2023	76.35	Male	No	
33	Salomon	Martinez	4/14/2024	75.75	Male	No	
34	Pedro	Flores Castillo	4/20/2024	75.65	Male	No	
35	Tazmyn	Rodriguez	3/22/2024	75.13	Male	No	
36	Maxwell	Miller	6/17/2023	75.13	Male	No	
37	David	Sage	12/2/2023	74.93	Male	No	
38	Jesse	Douglass	2/24/2024	74.72	Male	No	
39	Alex	Guerra	4/14/2024	74.44	Male	No	
40	Jose	Lopez	2/10/2024	74.37	Male	No	
41	Angel	Perez	4/14/2024	73.9	Male	No	
42	Jesus	Colula	8/2/2023	73.21	Male	No	
43	Brock	Sittman	8/19/2023	73.13	Male	No	
44	Eduardo	Ortiz-Perez	11/7/2023	73.08	Male	No	
45	Sergio	Olivar	3/18/2024	72.14	Male	No	
46	Jesus	Gutierrez Jr	6/3/2023	71.76	Male	No	
47	Jared	Bloom	10/14/2023	71.69	Male	No	
48	Jonathan	Avila	11/4/2023	71.5	Male	No	
49	Gian	Russo	7/31/2023	71.27	Male	No	
50	Jonathan	Smith	4/14/2024	71.24	Male	No	
51	Jose	Chavez	7/29/2023	71.07	Male	No	
52	Nicholas	Ford	8/19/2023	70.65	Male	No	
53	Alejandro	Salazar Hinojosa	8/22/2023	70.62	Male	No	

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST- ENTRY LEVEL DEPUTIES

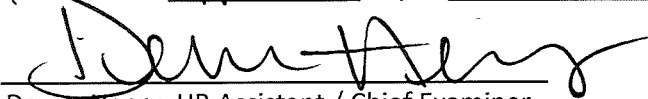
JUNE 11, 2024

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 11th day of June, 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 11th day of June, 2024



Patty Wilson, Vice Chair

Approved telephonically

Delaney Tucker, Commissioner



Evan Carlisle, Commissioner

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST- LATERAL DEPUTIES

JUNE 11, 2024

							2 OPENINGS
Rank	First Name	Last Name	PHS Received	Years of Experience	Gender	Vet Pref	Notes
1	Victor	Fierro	6/4/2024	4	Male	No	Sent to Sheriff 6/5
2	Tjay	Massey	5/8/2024	2	Male	No	Sent to Sheriff 5/8

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


Dated this 11th day of June, 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.

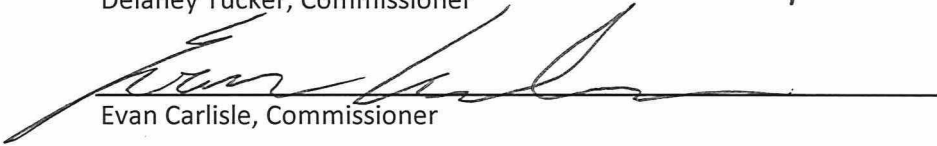
Dated this 11th day of June, 2024



 Patty Wilson, Vice Chair

Approved telephonically

 Delaney Tucker, Commissioner



 Evan Carlisle, Commissioner

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST- SHERIFF'S CLERICAL GRADE 8

JUNE 11, 2024

Rank	First Name	Last Name	PHS Received Date	Combined Clerical Testing	Vet Pref	Notes
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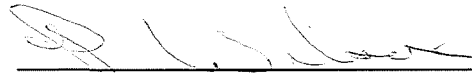
This list has been certified by the Civil Service Chief Examiner in accordance with Benton County Civil Service Rule 9.01.

Dated this 11th day of June, 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 11th day of June, 2024


 Patty Wilson, Vice Chair

Approved telephonically
 Delaney Wilson, Commissioner


 Evan Carlisle, Commissioner

BENTON COUNTY CIVIL SERVICE ELIGIBILITY LIST- LATERAL DEPUTIES

JUNE 5, 2024

							2 OPENINGS
Rank	First Name	Last Name	PHS Received	Years of Experience	Gender	Vet Pref	Notes
1	Victor	Fierro	6/4/2024	4	Male	No	
2	Tjay	Massey	5/8/2024	2	Male	No	Sent to Sheriff 5/8

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

Dated this 5th day of June, 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 11th day of June, 2024


 Patty Wilson, Vice Chair

Approved telephonically
 Delaney Tucker, Commissioner


 Evan Carlisle, Commissioner