



**MINUTES**

**SPECIAL MEETING  
ADMINISTRATION BUILDING  
COMMISSIONER'S MEETING ROOM 303  
JUNE 27, 2024  
2:00 P.M.  
Executive Session: No**

The meeting opened at 2:18 pm.

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

Approval of Updated Promotional Testing Announcement

Commissioner Carlisle moved to approve the updated testing announcement. Vice Chair Tucker seconded the motion. Motion passed unanimously.

Vice Chair Tucker asked where it was in the rules that stated that the Commission would need to approve changes to the announcement. Chief Examiner Henry referred to rule 7.03.01 that states:

” An application shall be accepted from any regularly appointed employee in the classes from which promotion is allowed who, in addition to meeting the requirements of Section 7.01, has the requisite service credit with the office/department as designated in the official announcement and has completed the probationary period.”

There were no additional comments.



## AGENDA

**SPECIAL MEETING  
ADMINISTRATION BUILDING  
COMMISSIONERS' HEARING ROOM 303  
THURSDAY JUNE 27, 2024  
2:00 P.M.  
Executive Session: If Needed**

Call to Order

New Business:


- Approval of Updated Promotional Testing Announcement

Public Comment

Adjournment

Meeting adjourned at 2:23 pm.

Approved this 9<sup>th</sup> day of July, 2024

  
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Patty Wilson, Chair

Approved telephonically  
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Delaney Tucker, Vice Chair

Absent  
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Evan Carlisle, Commissioner

Attest:

  
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Devon Henry, Chief Examiner



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To: Benton County Sheriff's Office Corporals and Deputies

From: Benton County Civil Service Commission

Date: June 27, 2024

Subject: Sergeant/Corporal Promotional Examination Announcement

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The Benton County Civil Service Commission will be conducting promotional testing for the rank of sergeant and corporal. The test date has not been determined and interested employees will be notified once testing details have been finalized. To be considered for promotion, employees who meet the following criteria must submit a resume and letter of interest to Devon Henry, Chief Examiner at [devon.henry@co.benton.wa.us](mailto:devon.henry@co.benton.wa.us) or in the Human Resources Department located on the third floor of the admin building. Submissions are due by 8:00 am on July 5, 2024, and letters of interest must outline what leadership qualities you possess which would prepare you for promotion.

**Minimum criteria to test for rank of sergeant:**

- Current rank of corporal  
OR
- Minimum of five years law enforcement experience
- Two years as a deputy with the Benton County Sheriff's Office

**Minimum criteria to test for rank of corporal:**

- Minimum of four years law enforcement experience
- Two years as a deputy with Benton County Sheriff's Office