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

Catelyn Osorio, Chief Examiner

CIVIL SERVICE COMMISSION

MINUTES

REGULAR MEETING
ADMINISTRATION BUILDING
COMMISSIONERS' HEARING ROOM 303
TUESDAY, November 8, 2022
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; Steve Hallstrom, County Attorney; Eric Wyant, HR Assistant Manager

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

APPROVAL OF THE MINUTES:

- Commissioner Wilson moved to approve the October 11th, 2022, Regular Meeting minutes. Commissioner Wilson moved to approve the October 11th, 2022, Regular Meeting minutes as corrected. Chair Hutchins seconded and upon vote, the motion passed unanimously.

NEW BUSINESS:

- Civil Service Examiner Osorio updated the Commission on Entry Deputy Openings (5 vacancies), 6 remaining on the deputy eligibility list. Hired one Lateral Deputy.

- Civil Service Examiner Osorio updated the Commission on Record Clerk Openings. (0 vacancies). 5 remaining on the eligibility list.

OTHER BUSINESS:

- Civil Service Examiner Osorio reminded commissioners about the December Civil Service Meeting location change. The change will be noted on the coming month's agenda. Additionally, the location will be provided in the reminder email a week prior to December's meeting.

- Chair Hutchins inquired if there will be salary comparisons between the county deputies and city police. HR Assistant Manager Wyant elaborated on the salary research between city police and county deputies are typically not recognized as county comparable. Additionally, Wyant reminded the Civil Service Commission that the Benton County Sheriff Deputy contract had recently been settled.
- Commissioner Wilson inquired on the necessity of holding Civil Service Commission meetings with little on the agenda and if we have the authority to postpone during those cases. Hallstrom believes the commission has authority to cancel if there is no business on the agenda. Wyant discussed researching the civil service rules to determine if there is a required number of meetings to be held.

ADJOURN: 2:17 p.m.

12.13.22
Chair Date

12.13.22
Chief Examiner/Secretary Date