

Whatcom County Civil Service Commission

January 13, 2022

Online Meeting via Zoom

Draft Minutes

Commissioners Present: Paul Myers, Bart Miller

Sheriff Staff Present: Sheriff Elfo, Undersheriff Chadwick, Dawn Pierce

Human Resources (HR): Bea Acland - Chief Examiner, Shara Struiksma

Public Comment Period

None.

Approval of Minutes

Minutes from September 9, 2021 meeting were approved.

Sheriff's Discussion Items

Undersheriff Chadwick reviewed hiring activity in the Sherriff's Office:

- Patrol: Seven new Deputies hired since last meeting. Two are laterals from City of Bellingham. Four are internal transfers from Corrections. One vacancy remains and is anticipated to be filled in March.
- Corrections: Five Corrections Deputies have been hired since last meeting, however nine vacancies remain. Hoping three will be hired in February and two others are in process.
- Vacancies remain in support, including Accounting Technician, Clerk III and Clerk IV.
- County offering \$5,000 signing bonus for lateral hires for Corrections Deputy.

Commission Agenda Items

The Commission elected Paul Meyers as Chair and Bart Miller as Vice-Chair for 2022.

Chief Examiner's Report

- Human Resources staff have been involved in recruitment and hiring for Corrections Deputy, Deputy Sheriff, and support positions.
- In addition to the hiring activity mentioned by Undersheriff Chadwick, three Clerk IIIs, two ID Technicians and one Records/ID Administrator have been hired since the last meeting.
- Human Resources staff assisted with promotional appointments of two Corrections Sergeants, as well as a Sergeant, Lieutenant and Chief for BLEIS.
- Oral Boards continue regularly for Corrections and HR is pleased with the improvements in the process that have sped up the recruitment process.
- The Chief Examiner is accepting letters of interest from those interested in testing for Sergeant.

New Business

None

Next Meeting: February 10, 2022, 10:30 a.m. – Online via Zoom

Meeting adjourned at approximately 10:50 am

Minutes by Shara Struiksma