

Whatcom County Civil Service Commission

May 9, 2019

Human Resources Conference Room – Suite 107

DRAFT Minutes

Commissioners Present: Bart Miller, Paul Myers

Sheriff Staff Present: Sheriff Bill Elfo, Undersheriff Jeff Parks, Sr. Admin. Assistant Dawn Pierce

Human Resources (HR): Bea Acland, Chief Examiner

Visitor: Mark Holst, Corrections Sergeant, Whatcom County Sheriff's Office

Public Comment Period

None.

Approval of Minutes

Minutes from April 11, 2019 meeting approved.

Sheriff's Discussion Items

Dawn Pierce reviewed employment activity in the Sheriff's Office:

- There are 4 Deputy Sheriff vacancies, with 3 candidates lined up for hiring and a 4th in the final stages.
- There are 5 Corrections Deputy vacancies with 2 candidates in the final stages of hiring.
- Jeff Parks is retiring at the end of May, which is leading to a series of personnel moves on June 2:
 - Chief Criminal Deputy Doug Chadwick is moving to Undersheriff,
 - Chief Inspector Jason Gum is moving to Chief Criminal Deputy,
 - Lieutenant Steve Gatterman is moving to Chief Inspector,
 - Sergeant Kevin Mede is moving to Lieutenant,
 - Deputy Keith Linderman is moving to Sergeant, and
 - The Sheriff is taking letters of intent for Detective Sergeant to fill Linderman's spot.

Commission Discussion Items

- Return Rights after appointment to unclassified position.

Commissioners discussed the proposed changes to the Civil Service Rules, clarifying return rights following the appointment of a civil service employee to an unclassified position in the Sheriff's Office.

Mark Holst raised the issue of how the proposed bump-back rule would coordinate with the seniority rules contained in both the Corrections Deputy and Deputy Sheriff Guild collective bargaining agreements. Those agreements state that an employee who transfers from one position to another goes to the bottom of the seniority list for their new position, and would therefore be first in line if a layoff became necessary. Commissioners noted this is a union issue, not a civil service issue, and needs to be worked out in the agreements, not the Civil Service Rules.

Commissioners voted 2-0 to approve the proposed changes.

- Rules amendment to address a change in law regarding citizenship requirement.

Commissioners voted 2-0 to approve the proposed changes.

- Bea will update the Rules accordingly and post them on the Civil Service Commission website before the June 13th meeting.

Chief Examiner's Report

- Corrections Deputy Oral boards were held in early May and 5 new candidates are on the eligibility register.
- Shara helped the Sheriff's Office with on-boarding two new lateral Deputy Sheriffs.
- Shara is working on Clerk III recruitment.
- Shara and Bea helped the Sheriff's Office with the above-mentioned pending promotions.
- Bea drafted the proposed rules changes and distributed them to stakeholders.

Next Meeting: June 13, 2019.

Meeting adjourned at 11:38 am

Minutes by Bea Acland