

# Whatcom County Civil Service Commission

August 13, 2020

Online Meeting via GoToMeeting

## Minutes

Commissioners Present: Paul Myers, Bart Miller  
Sheriff Staff Present: Bill Elfo, Doug Chadwick  
Human Resources (HR): Shara Struiksma

### Public Comment Period

None.

### Approval of Minutes

Minutes from July 9, 2020 meeting approved.

### Sheriff's Discussion Items

- Undersheriff Chadwick reviewed current vacancies.
  - 6 in Corrections, 5 in Patrol, 2 in Admin.
- The Sheriff and Undersheriff reviewed current budget and concerns
  - 2021/22 budget submitted following guidelines to account for a 10% reduction.
  - Hoping the Sheriff's Office is able to maintain current staffing and will not have to make additional cuts. Already down apx 5%.
  - Sheriff met with all but one Council member to review and explain what additional cuts would mean.
  - Significant concern that additional cuts will impact the agencies ability to attract trained and qualified Lateral applicants from other jurisdictions.

### Commission Agenda Items

None.

### Chief Examiner's Report

- Effective June 11, 2020, RCW 41.14.130 increased "Rule of 3" to "Rule of 5". At the July 9, 2020 meeting, the Commissioners requested amendment to Civil Service Rules to reflect this change. Chief Examiner drafted the changes and distributed to stakeholders on July 22, 2020 for review and comment. Guild President, Steve Harris, was unable to attend the meeting today, but emailed the Chief Examiner to confirm the Guild supports the change.
  - The Commissioners approved the change 2-0.
  - Chief Examiner will finalize the update to the Rules.
- Since the last meeting, Human Resources staff have been involved in recruitment and hiring of 1 Patrol Sergeant, and currently conducting internal recruitment to fill the Financial Accountant position.
- Communicating with Deputy Sheriff candidates regarding recruitment process and anticipating future Oral Boards. Also received multiple inquiries recently from lateral candidates, including some from Seattle Police Department.

### Tasks For Next Meeting

- Bea will finalize Civil Service Rule change amending any reference to "Rule of 3" to "Rule of 5".

**Next Meeting:** September 10, 2020, 10:30 a.m. – Via GoToMeeting

Meeting adjourned at approximately 10:56 am

**Minutes by Shara Struiksma**