

Whatcom County Civil Service Commission

May 9, 2024

In-person meeting with remote participation option via Zoom

Draft Minutes

Commissioners Present: Bart Miller, RB Tewksbury

Sheriff Staff Present: Sheriff Donnell Tanksley, Undersheriff Harris, Barbara Luton

Human Resources (HR): Chief Examiner Heidi Christie

Public: Rodger Funk

Public Comment Period

Approval of Minutes

Minutes from April 11, 2024 meeting were approved.

Sheriff's Discussion Items:

Sheriff Tanksley presented the Sheriff's Office request to place former Sheriff Devin Cooper on a reinstatement register for that position.

- Civil Service Rule 9.03 permits a former employee who resigned or retired to request placement of his or her name on a reinstatement register for up to four years after the date of resignation, with the written recommendation of the Sheriff and the approval of the Commission.
- Mr. Cooper worked as a Sheriff Deputy from November 16, 2022 through March 30, 2024. He resigned from that position to lateral to another agency. He first approached the Sheriff's Office to ask about the possibility of reinstatement in May 2024.
- Sheriff reported that he has thoroughly investigated the circumstances surrounding Mr. Cooper's resignation and ask to return to employment with the WCSO.

Commissioners voted 2-0 to place Mr. Cooper on a reinstatement register for Deputy Sheriff. Heidi prepared the register and certified it.

Undersheriff Harris stated he was pleased with the new promotional testing software for Lieutenant and will continue with Sergeant testing the afternoon of May 9, 2024.

Commission Agenda Items:

The Commission elected Bart Miller as Chair and RB Tewksbury as Vice-Chair for 2024

Chief Examiner's Report New Business

Overview of Civil Service work since April's meeting:

Corrections Deputy:

11 Vacancies

- Corrections oral boards

- 4 in April/May
- Registers issued
 - 2 Entry Level
- Removed 1 candidates from eligible register withdrew due to not ready to proceed.
- No new Corrections Deputies hired

Corrections Lieutenant:

- Promotional Testing Complete
- Lieutenant – Corrections register issued; 3 names
- Lieutenant – BLEIS register issued; 2 names

Deputy Sheriff:

4 Vacancies after 6/1/2024

- Oral Boards
 - Entry Level – 3 in April/May
- Registers issued
 - 2 Entry Level
- Removed 6 candidates from eligible register for cause in concurrence with Sheriff's Office requests
- Hired
 - No new Deputies hired
 - Triplett promotion to Chief Inspector 4/14/24
 - Osborn promotion to Sergeant 5/1/2024

Support / Admin:

Clerk III (1 vacancy from Clerk IV Promotion)

Records and ID Administrator

- External recruitment extended through 5/12.

Outside Maintenance Coordinator

- No action

Separations:

- Corrections Deputy –resignation 5/08/2024
- Corrections Deputy – involuntary resignation 4/19/2024
- Deputy Sheriff – retirement 5/16/2024

Weekly Meetings with Office Administrator, Barbara Luton.

Commissioner Vacancy

Next Meeting:

Next regular meeting: June 13, 2024 (Canceled) then July 11, 2024.

Human Resources Conference Room (with remote participation option via Zoom).

Meeting adjourned at 11:00

Minutes by Heidi Christie