

Whatcom County Civil Service Commission

July 11, 2024

In-person meeting with remote participation option via Zoom

Draft Minutes

Commissioners Present: Bart Miller, RB Tewksbury

Sheriff Staff Present: Sheriff Donnell Tanksley, Matt Klein

Human Resources (HR): Chief Examiner Heidi Christie

Public Comment: Amardeep Singh

Public Comment Period

Approval of Minutes

Minutes from May 9, 2024 meeting were approved.

Sheriff's Discussion Items:

The Sheriff brought a copy of Substitute Senate Bill 6157. This is an act relating to reforming civil service to permit deferred action for childhood arrivals recipients to apply for civil service. The Sheriff asked that the Civil Service Rules be amended to include the change in law. Heidi will research additional information in regards to provision 7 for the Civil Service Rules.

The Sheriff invited everyone to a large promotion ceremony August 1st at 3:00 pm in council chambers.

Commission Agenda Items:

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

Appeal of removal from Civil Service Register: Amardeep Singh. Mr. Singh was removed for cause from the Corrections Deputy entry level eligibility register on May 17, 2024. He timely filed a notice of appeal, and presented his appeal at this meeting. Commissioners heard from Mr. Singh and the Sheriff's Office, then voted on the appeal. Appeal not granted by a vote of 2-0. Mr. Singh will not be placed back on the eligible register.

Chief Examiner's Report

Information in regards to the Department of Emergency Management NOT being included in the Civil Service Rules:

- County Code Chapter 2.40 - EMERGENCY MANAGEMENT - <https://www.codepublishing.com/WA/WhatcomCounty/#!/WhatcomCounty02/WhatcomCounty0240.html#2.40>
 - 2.40.040 Division staff. It is the responsibility of the director to hire the division staff in accordance with the personnel policies and procedures of the county and any other applicable laws and regulations. Employees of the division shall not be included within the civil service system, except those on leave from a civil service position shall be entitled to the protection of their status as provided in RCW 38.52.140. (Ord. 93-071 § 1; Ord. 89-115 (part)).

- The code is made up of language from ordinances passed by the County Council, in this case the 1989 ordinance establishing the DEM, and the 1993 ordinance which specifically clarified the status of DEM employees vis-à-vis civil Service. Attached and available via link:
 - Ordinance 93--071: <https://documents.whatcomcounty.us/WebLink/DocView.aspx?id=3278474&dbid=0&repo=WC>
 - Ordinance 89-115: <https://documents.whatcomcounty.us/WebLink/DocView.aspx?id=3279472&dbid=0&repo=WC>

New Business:

Overview of Civil Service work since May's meeting:

Corrections Deputy:

11 Vacancies

- Corrections oral boards
 - 3 in May
 - 2 in June
- Registers issued
 - 2 Entry Level
- Removed 1 candidates from eligible register as they withdrew from consideration.
- 3 new Corrections Deputies hired

Corrections Sergeant:

- 1 promoted on 7/7/2024

Corrections Lieutenant:

- 1 promoted on 5/13/2024

Deputy Sheriff:

0 Vacancies after 7/29/2024

- Oral Boards
 - Entry Level – 3 in May
- Registers issued
 - 1 Entry Level
 - 1 Reinstatement
- Removed 1 candidates from eligible register for cause in concurrence with Sheriff's Office requests
- 5 new Sheriff Deputies and 1 reinstatement Sheriff Deputy hired.

Sheriff Sergeant:

- Issued 1 Register
- 3 promoted on 5/1/2024, 5/13/2024 and 7/7/2024

Corrections Lieutenant:

- 1 promoted on 5/13/2024

Support / Admin:

Clerk III hired on 7/8/2024

Records and ID Administrator:

1 Register issued

Promotion on 7/21/2024

Outside Maintenance Coordinator

- No action

Separations:

- Deputy Sheriff – voluntary resignation 6/6/2024
- Deputy Sheriff – voluntary resignation 5/25/2024

Weekly Meetings with Office Administrator, Barbara Luton.

Next Meeting:

Next regular meeting: August 8, 2024.

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

Meeting adjourned at 11:20

Minutes by Heidi Christie