



**CLARK COUNTY WASHINGTON**  
**HUMAN RESOURCES**

[www.clark.wa.gov](http://www.clark.wa.gov)

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**MINUTES**

**Agenda: CLARK COUNTY CIVIL SERVICE COMMISSION MEETING**

**IN ATTENDANCE**

- ☐ COMMISSIONER MARLA LUDOLPH-HEIKKALA (CHAIR)
- ☒ COMMISSIONER CRYSTAL KROELLER (VICE CHAIR)
- ☒ COMMISSIONER LEAH ANAYA
- ☒ COMMISSIONER GARRY PRESTHUS
- ☒ COMMISSIONER RICK TORRES
- ☐ SENIOR DEPUTY PROSECUTING ATTORNEY CHRISTINE COOK (COUNSEL TO THE COMMISSION)
- ☒ SECRETARY/CHIEF EXAMINER LESLIE HARRINGTON SMITH

MEETING DATE: THURSDAY MARCH 16, 2023  
MEETING TIME: 3:00 P.M.

REGULAR MEETING ☒  
SPECIAL MEETING ☐

LOCATION: *This meeting will take place IN PERSON and via Microsoft Teams.*  
☒ **CONF RM. 511** ☐ CONF RM. 523 ☐ CONF RM. 433  
☐ CCSO ADMIN CLASSROOM ☐ CONFERENCE CALL  
☒ **MICROSOFT TEAMS MEETING LINK:** [CLICK HERE TO JOIN THE MEETING](#)  
(Phone Number +1 213-262-7043 Phone Conference ID: 503 121 702#)

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Special Guest: Kristen Olson, Sheriff's Office HR

**EXECUTIVE SESSION:**

Commission had no need to discuss personnel issues in Executive Session, with respect to RCW 42.30.110(1)(g) regarding Items #1 and #2 on the agenda.

**REGULAR SESSION:**

1. Commissioners reviewed and certified the following background investigations:

- ☒ Frigon, Garrett – Deputy Sheriff
- ☒ Hassanein, Khalid Sayed – Deputy Sheriff (with Reservation)
- ☒ Sabanovic, Sandra – Sheriff's Support Specialist III
- ☒ Shin, Edward – Deputy Sheriff
- ☒ Stump, Katherine – Sheriff's Support Specialist II
- ☒ Voelker, Joseph – Lateral Deputy Sheriff

2. Commissioners did not review and confirm the following background investigations for removal because the full background was not yet complete.

- ☐ Byrd, Robert – Deputy Sheriff (*deferred to next meeting*)

3. Commissioners reviewed and certified the following eligibility lists for 12 months or until exhausted:

- ☒ Deputy Sheriff R002170 March 2023
- ☒ HR Rep, Associate R002187 March 2023
- ☒ Lateral Enforcement Deputy R002178 March 2023
- ☒ Sheriff's Support Specialist II R002181 March 2023

4. Commissioners reviewed and approved the following meeting minutes:

- ☒ February 16, 2023 Regular Meeting Minutes

5. Other business to come before the Commission:

- a. Vacancies as of March 13, 2023 – brief discussion of the current vacancies as of March 13<sup>th</sup>. Per Kristen Olson, even though there are numerous candidates for Deputy Sheriff, the fact that spots at the Criminal Justice Training Center are pushed out into the future does not help to fill the vacancies. It takes at least 2 years to get a candidate fully trained and ready to be independent. Also the lack of candidates for Support positions was briefly discussed. Possible reasons that there are fewer candidates could be because of the 24 hr. shift work and/or the pay not being competitive.

Job Titles	Count	Status
Administrative Assistant	1	backgrounds started
Commander - Enforcement	1	
Deputy Sheriff	10	10 started; 10 in process; 7 ready for R5 plus 2 lateral
Human Resources Rep, Assoc	1	backgrounds started; 7 candidates
Program Assistant	1	
Sergeant	4	no current list
Sheriff's Hlth & Safety Coord	1	
Sheriff's Support Spec III	11	5 in backgrounds
<b>Grand Total</b>	<b>30</b>	

- b. Appeals update – One appeal hearing has been set for 1PM Friday April 7<sup>th</sup>. 4 of the commissioners said that they will be in attendance.

Next regular meeting is scheduled for Thursday April 20, 2023, at 3PM

Commissioners may confirm attendance:

- ☐ COMMISSIONER MARLA LUDOLPH-HEIKKALA
- ☐ COMMISSIONER CRYSTAL KROELLER
- ☐ COMMISSIONER LEAH ANAYA
- ☐ COMMISSIONER GARRY PRESTHUS
- ☐ COMMISSIONER RICK TORRES

Date: 4/20/23

Marla Ludolph-Heikkala, Chairperson

APPROVED BY MICROSOFT TEAMS

Crystal Kroeller, Vice Chair, Civil Service Commissioner

APPROVED VIA MICROSOFT TEAMS

Leah Anaya, Civil Service Commissioner

Garry Presthus, Civil Service Commissioner

Rick Torres

Rick Torres, Civil Service Commissioner

Leslie Harrington Smith

Leslie Harrington Smith,  
Secretary/Chief Examiner