



CLARK COUNTY WASHINGTON
HUMAN RESOURCES

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Minutes: 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 OCTOBER 19, 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: 368 662 347#)

Special Guest: Chief Civil Deputy Duncan Hoss

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 on the agenda.

REGULAR SESSION:

1. Commissioners reviewed and confirmed removal for the following background investigations:

- ☒ Baxter, Ryan – Deputy Sheriff
- ☒ Castilla, Cody – Deputy Sheriff*
- ☐ ~~Johnson, Eric – Lateral Deputy Sheriff~~ *(included in error; not for removal and report not available at the time of the meeting; deferred to next meeting)*
- ☒ McGrew, Lisa – Sheriff's Support Specialist II*
- ☒ Rider, Johnathon – Deputy Sheriff
- ☒ Scott, Gavin – Deputy Sheriff
- ☒ Wacker, Garrett – Deputy Sheriff

*Commissioner Presthus abstained; he had not reviewed those two background reports

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

- ☒ Deputy Sheriff R002170 October 2023
- ☒ Sheriff's Support Specialist II R002711 October 2023

3. Commissioners reviewed and approved the following meeting minutes:

- ☐ July 20, 2023 Regular Meeting Minutes (*no quorum available; defer to future meeting*)
- ☒ August 17, 2023 Regular Meeting Minutes
- ☐ September 21, 2023 Regular Meeting Minutes (*no quorum available; defer to future meeting*)
- ☒ October 11, 2023 Special Meeting Minutes

4. Other business to come before the Commission:

- a. Vacancies were briefly discussed.

Position Title	Count
Communications Manager (Program Manager II) <i>Newly budgeted appointed position to assist with Body Worn Camera program and general PR work for CCSO</i>	1
Deputy Sheriff	9
Digital Forensic Investigator (<i>new budgeted position to assist with Body Worn Camera program</i>)	1
Program Assistant (Public Disclosure)	1
Sergeant	3
Sheriff's Hlth & Safety Coord	1
Sheriff's Support Specialist III	8
Grand Total	24

- b. Civil Service Conference (FREE and Online) October 24-26. Marla and Leslie will attend, possibly Garry.
- c. Vacancy on Commission advertised, due November 3rd. Commissioner Rick Torres announced that he will not be submitting a letter of interest as work obligations are increasing and he will be unavailable to serve on the commission for another term. As of the date of the meeting, no letters of interest had been received.
- d. Question from Commissioner Presthus regarding how the new process is going at the Sheriff's Office. Chief Deputy Duncan Hoss shared that the change in process has been mostly positive, with the conditional offers being extended contingent on successful backgrounds, they're seeing about 25% of the candidates don't follow through and complete a background. The Chief Deputy mentioned that in the past the hiring process could take a year or more, but is now averaging about 4 months, and that is thanks to the background unit working diligently. He said they will continue to look at ways to improve and adjust the process to make it better.

Next regular meeting is scheduled for Thursday November 16, 2023, at 3PM

Commissioners may confirm attendance:

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

Date: 11-16-23

APPROVED VIA TEAMS
Marla Ludolph-Heikkala, Chairperson

Leslie Harrington Smith
Leslie Harrington Smith,
Secretary/Chief Examiner

Crystal Kroeller, Vice Chair, Civil Service Commissioner

Leah Anaya, Civil Service Commissioner

GT. Presthus
Garry Presthus, Civil Service Commissioner

APPROVED VIA TEAMS
Rick Torres, Civil Service Commissioner