



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 COLETTE DRAPER
- SENIOR DEPUTY PROSECUTING ATTORNEY STEPHEN ARCHER (COUNSEL TO THE COMMISSION)
- SECRETARY/CHIEF EXAMINER LESLIE HARRINGTON SMITH

MEETING DATE: THURSDAY FEBRUARY 20, 2025 REGULAR MEETING
 MEETING TIME: 3:00 P.M. 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: [JOIN THE MEETING NOW](#)
 (Phone Number +1 213-262-7043 Phone Conference ID: 343 377 341#)

Special Guests: Chief Hoss, Michael Hilton, Kristen Olson and Jeff Brockus

EXECUTIVE SESSION:

Commissioners 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 for the rule of 5 process:

- Correa Colon, Juan – Lateral Deputy Sheriff
- DeWees, Austin –Deputy Sheriff (with reservation for social skills)
- Houghton, Jack –Deputy Sheriff
- Phillips, Jennifer –Sheriff’s Support Specialist II
- Sanders, Cameron –Deputy Sheriff

@Discussion took place regarding a candidate’s previous DUI incident. Legal Counsel to the Commission had posited that the DUI would be considered an Admission, which was within the time limit of Allowed, per the criminal conduct chart.

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

- Cudjoe, Coby – Deputy Sheriff
- Grooms, Darren – Deputy Sheriff
- Martinez, Jhordan – Deputy Sheriff
- Namba, Michael – Sheriff’s Support Specialist II
- Sablan, Rudolph – Deputy Sheriff

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

- Administrative Assistant R003427 February 2025
- Deputy Sheriff R003042 February 2025
- Lateral Deputy Sheriff R002718 February 2025
- Sheriff’s Support Specialist II R002711 February 2025
- Sheriff’s Support Specialist III R003393 February 2025

4. Commissioners reviewed and approved the following meeting minutes:

- January 16, 2024 Regular Meeting Minutes

Other business to come before the Commission:

1. Vacancies - update

Job Title	Count	Status
Administrative Assistant	1	List
Deputy Sheriff	20	
Program Assistant	1	
Sergeant	1	List
Sheriff’s Support Spec III	4	4 in post offer
Sheriffs Support Specialist Supervisor	1	Filled
Grand Total	28	

2. Kristen Olson shared news with the Commissioners. The Sheriff’s Office will be entering into a contract with an agency that has the purpose of harvesting additional deputy sheriff candidates. Those efforts could increase the number of candidates currently being tested/interviewed by 3 or 4 times the numbers currently being processed. The Sheriff’s Office is also in conversation with the testing agency, Public Safety Testing, to bring them to Vancouver once a month rather than once a quarter. The testing capacity for the Vancouver location is up to 90 candidates. In anticipation of the Sheriff’s Office receiving the influx of candidates, Kristen Olson asked the commission if herself and Kristyn McFarland would be allowed to monitor the civil service oral board interviews. The commission did not have an issue and the Secretary to the commission will supply the Sheriff’s Office with a script to help ensure that all the candidates receive a consistent message before, during, and after their oral board interviews.

Next regular meeting is scheduled for Thursday March 20, 2025, at 3PM

Commissioners may confirm attendance:

- COMMISSIONER MARLA LUDOLPH-HEIKKALA
- COMMISSIONER CRYSTAL KROELLER
- COMMISSIONER LEAH ANAYA
- COMMISSIONER GARRY PRESTHUS
- COMMISSIONER COLETTE DRAPER

Date: 3-20-25

APPROVED VIA TEAMS
Marla Ludolph-Heikkala, Chairperson

Leslie Harrington Smith
Leslie Harrington Smith,
Secretary/Chief Examiner

APPROVED VIA TEAMS
Crystal Kroeller, Vice Chair, Civil Service Commissioner

Leah Anaya, Civil Service Commissioner

APPROVED VIA TEAMS
Colette Draper, Civil Service Commissioner

G. T. Presthus
Garry Presthus, Civil Service Commissioner