



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

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

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

MEETING DATE: THURSDAY MARCH 20, 2025  
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:** [JOIN THE MEETING NOW](#)

(Phone Number +1 213-262-7043 Phone Conference ID: 343 377 341#)

Special Guests from the Sheriff's Office: Michael Hilton, Kristyn McFarland, Kristen Olson and Sgt. Skidmore

### 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:

- ☒ Bondurant, Demetrius – Deputy Sheriff (with reservations)
- ☒ Hart, Cheryl – Sheriff's Support Specialist II
- ☒ LaValla, Brandon – Deputy Sheriff

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

- ☒ Charles, John – Deputy Sheriff
- ☒ Isaacson, Bethany – Administrative Assistant
- ☒ Kearney, Sean – Deputy Sheriff
- ☒ Lemon, Emile – Deputy Sheriff
- ☒ Tari, Christopher – Deputy Sheriff

☒ Whitledge, Sonya – Administrative Assistant

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

- ☒ Deputy Sheriff R003042 March 2025
- ☒ Lateral Deputy Sheriff R002718 March 2025
- ☒ Sheriff's Support Specialist II R002711 March 2025

4. Commissioners reviewed and approved the following meeting minutes:

- ☒ February 20, 2025 Regular Meeting Minutes

Other business to come before the Commission:

1. Administrative Assistant position, request from the Sheriff to convert the civil service position of Administrative Assistant to an unclassified position – see letter. Commissioners discussed the number of unclassified positions that the Sheriff is allowed by staff personnel in RCW 41.14.070. Kristen Olson shared with the commission that the County Manager agreed that the Sheriff would not be penalized by the removal of the jail and that he could maintain the same number of unclassified positions as if he still had 501 and over staff whereas he now has 251 through 500 staff. The commission voted to approve the Sheriff's request.
2. Open positions

Job Title	Count	Status
Administrative Assistant (unclassified)	1	Posted
Deputy Sheriff	19	
Program Assistant – to be converted to SSSIII	1	
Program Coordinator	1	Posted
Property Technician	1	Posted
Sergeant	2	List
Sheriffs Support Specialist II	1	List
Sheriffs Support Specialist Supervisor	1	Filled
<b>Grand Total</b>	<b>27</b>	

3. Sgt Skidmore shared a few things with the commission.
  - The most recent applicant drug disqualification table will be 'cleaned up' to include 6 yrs or 72 months, as the newest version didn't include that period.
  - Change to screening process, the Deputy 'recruiter' will be pre-screening candidates prior to their oral board interviews so that there will be fewer candidates removed **after** oral boards and **before** backgrounds.
  - Jeff Brockus is leaving the background unit and moving to his new Support Specialist Supervisor position in April.

- Kateri Harrison has taken his spot in backgrounds, she has 24 years at the county and was most recently a detective at the Children's Justice Center. In addition to Kateri, they are still utilizing 2 former deputies as temporary workers in backgrounds as well as another deputy who will be transitioning into backgrounds so that they have 3 full time background investigators.

Next regular meeting is scheduled for Thursday April 17, 2025, at 3PM  
(Garry and Leslie will be absent; Keely Warren will be subbing as Secretary)

Commissioners confirmed attendance:

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

Date: 5-15-25

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

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Leah Anaya, Civil Service Commissioner

APPROVED VIA TEAMS  
Colette Draper, Civil Service Commissioner

MT. Presthus  
Garry Presthus, Civil Service Commissioner