



## Minutes: CLARK COUNTY CIVIL SERVICE COMMISSION MEETING

### IN ATTENDANCE

- COMMISSIONER MARLA LUDOLPH-HEIKKALA (CHAIR)
- COMMISSIONER CRYSTAL KROELLER (VICE CHAIR)
- COMMISSIONER SCOTT OUCHI
- COMMISSIONER GARRY PRESTHUS
- COMMISSIONER RICK TORRES
- SENIOR DEPUTY PROSECUTING ATTORNEY CHRISTINE COOK (COUNSEL TO THE COMMISSION)
- SECRETARY/CHIEF EXAMINER LESLIE HARRINGTON SMITH (DESIGNEE KATINA LACKEY)

MEETING DATE: **MAY 21, 2020** REGULAR MEETING   
 MEETING TIME: **3:00 P.M.** SPECIAL MEETING

LOCATION: *In adherence to public health recommendations, this meeting will take place using conference calling or WebEx.*

CONF RM. 511     CONF RM. 523     CONF RM. 433  
 CCSO ADMIN CLASSROOM     CONFERENCE CALL  
 **WEBEX MEETING** Meeting number (access code): 964 587 220  
 Meeting password: huJeCKMT837

Chief Deputy Horch also attended the meeting

### **EXECUTIVE SESSION:**

Commission had nothing to discuss in executive session.

### **REGULAR SESSION:**

1. Commissioners reviewed and certified the following background investigations:

- Arvizo, Helier –Deputy Sheriff
- Miller, Riley –Deputy Sheriff
- Pepera, Shallamar – Lateral Corrections Deputy
- Terry, Tor – Corrections Deputy

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

- Ali, Zakariya – Deputy Sheriff
- Root, Benjamin – Deputy Sheriff

3. Commissioners reviewed and approved the following meeting minutes:

September 19, 2019 Special Meeting (ready for signatures)

April 16, 2020 Regular Meeting

May 7, 2020 Special Meeting

4. Other business to come before the Commission:

- a. Commissioners approved the final reading and adoption of the following editEdit for Civil Service Rule 10.05 to reflect WA HOUSE BILL 1750 – “Rule of 5” that goes into effect June 11, 2020

10.05 CERTIFICATION

- c. Order of certification from promotional and open eligibility lists.

(1) If a vacancy is to be filled from an eligibility list, the Secretary shall certify to the appointing authority the names of the ~~five~~ ~~three~~ highest ranking eligible candidates that are qualified and available for employment. When necessary, and upon request of the appointing authority and with approval of the Secretary, names may be granted provisional certification pending the final outcome of the background investigation.

- b. Recruitment update – Secretary Harrington Smith shared that a supervisor from the support division moved on to another opportunity at the county. The internal recruitment has 3 candidates and interviews for that vacancy would be taking place in early June. She shared that she met with the CCSO HR manager and specialist last week to discuss the short-term goals for hiring. Public Safety Testing is now offering online testing so as soon as the Sheriff’s Office is ready to begin interviewing candidates for deputy or for corrections there will likely be an adequate number of candidates.
- c. Chief Deputy Horch shared with the commission that the Sheriff’s Office is taking a 3-4 month ‘wait and see’ approach to hiring in the enforcement division. This is driven by the desire to not have to withdraw conditional offers or layoff new hires. He said that the corrections division is also holding onto vacancies, waiting to see how the county’s budget shortfall will affect hiring.

Next regular meeting is scheduled for Thursday June 18, 2020 at 3PM

Commissioners may confirm attendance:

- COMMISSIONER MARLA LUDOLPH-HEIKKALA  
 COMMISSIONER GARRY PRESTHUS  
 COMMISSIONER CRYSTAL KROELLER  
 COMMISSIONER RICK TORRES  
 COMMISSIONER SCOTT OUCHI

Date: 6/18/2020

Approved via Webex \_\_\_\_\_

  
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Marla Ludolph-Heikkala, Chairperson

Leslie Harrington Smith,  
Secretary/Chief Examiner

Approved via Webex

Crystal Kroeller, Vice Chair, Civil Service Commissioner

Approved via Webex

Scott Ouchi, Civil Service Commissioner

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Garry Presthus, Civil Service Commissioner

Approved via Webex

Rick Torres, Civil Service Commissioner