



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 CHRISTINE COOK (COUNSEL TO THE COMMISSION)
- SECRETARY/CHIEF EXAMINER LESLIE HARRINGTON SMITH

MEETING DATE: THURSDAY AUGUST 15, 2024 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 included: Sgt Chris Skidmore, Chief Duncan Hoss and Kristen Olson

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:

- Beatty, Nicole – Sheriff’s Support Specialist II
- Benson, Johanna – Sheriff’s Support Specialist II
- Hart, Treylin – Deputy Sheriff
- Jones, Michael – Deputy Sheriff
- Linke, Lauren – Sheriff’s Support Specialist II
- Martin, Kristina – Sheriff’s Support Specialist II
- Martin, Mark – Deputy Sheriff
- Roberson, Brea – Sheriff’s Support Specialist II

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

- Burley, Nina – Sheriff’s Support Specialist II
- Cissna, Jason –Deputy Sheriff
- Okutsu, Samuel –Deputy Sheriff (from July meeting)
- Steenberg, Chris –Deputy Sheriff
- Wilson, Timothy –Lateral Enforcement Deputy

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

- Deputy Sheriff R003042 August 2024
- Lateral Enforcement Deputy R002178 August 2024
- Sheriff’s Support Specialist II R002711 August 2024

4. Commission to review and approve the following meeting minutes:

- July 18, 2024 Regular Meeting Minutes (no quorum available, revisit in September)

5. Other business to come before the Commission:

a. Vacancies (as of 8/12/24)

Row Labels	Count
Deputy Sheriff	12
Human Resources Representative	1
Program Assistant	1
Sheriff's Support Spec III	2
Sheriffs Support Specialist Supervisor	1
Grand Total	17

- 14 deputy vacancies counting the 2 frozen positions and 1 retirement on 8/22 plus 1 more Support vacancy on 8/23

b. Civil Service Conference (Marla, Crystal and Leslie plan to attend)

October 1 and 2, 2024
9:00 AM - 4:00 PM (PDT)

Planned topics include:

- Public Safety Testing's All-Agency Business Meeting
- Basic Training for New Commissioners & Staff
- DACA Eligibility & New Preference Points
- Washington CJTC Update
- Panel on Fire Service Recruiting
- Continued Use of DEI Hiring
- Public Safety Testing Update & Current Issues
- Introduction to the Fourth Edition of Model Rules
- Foster Garvey's Annual Legal Update

The conference will be hosted virtually via Zoom.

c. Chief Deputy Hoss (Civil Department) thanked the Commission for their flexibility and their willingness to meet to expedite backgrounds approvals. The vacancy numbers are

improving from last year and he also thanked the Sheriffs Office recruitment team for their efforts in streamlining the process.

- d. Sgt Skidmore shared with the commission that there will be a possible edit to the candidate drug disqualification table and a better definition of what is meant by 'habitual' drug use and how it fits into the disqualification table.
- e. Sgt Skidmore thanked Kristyn McFarland, Kristen Olson and the Chief Examiner for their efforts and contributions to the recruitment process.

Next regular meeting is scheduled for Thursday September 19, 2024, at 3PM

Commissioners may confirm attendance:

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

Date: 9-18-24

Marla Ludolph - Heikkala

Marla Ludolph-Heikkala, Chairperson

Leslie Harrington Smith

Leslie Harrington Smith,
Secretary/Chief Examiner

APPROVED VIA TEAMS

Crystal Kroeller, Vice Chair, Civil Service Commissioner

APPROVED VIA TEAMS

Leah Anaya, Civil Service Commissioner

APPROVED VIA TEAMS

Colette Draper, Civil Service Commissioner

Garry Presthus, Civil Service Commissioner