

CIVIL SERVICE COMMISSION

Allison Taylor, Chair

Bob Knight, Commissioner

Julie Petersen, Commissioner

Tammy Dufault, Chief Examiner

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A G E N D A BENTON COUNTY CIVIL SERVICE COMMISSION SPECIAL MEETING

May 20, 2014

Personnel Conference Room, Benton County Justice Center
Kennewick, WA

01. CALL MEETING TO ORDER
02. APPROVAL OF MINUTES OF THE APRIL 8, 2014 REGULAR MEETING
03. CORRESPONDENCE

No Action Required:

Emails:

- 1) 4/15/14 Ruth Plummer to Tammy Dufault requesting third Corrections name from eligibility list.
- 2) 4/15/14 Ruth Plummer to Tammy Dufault discussing possible need for corrections oral boards.
- 3) 4/23/14 Tammy Dufault to Ruth Plummer sending Corrections name down Timothy Dunn (lateral).
- 4) 4/23/14 Tammy Dufault to Sheriff Steve Keane re: Applicant Release/Waiver from Derek Small.
- 5) 5/5/14 BCSO Admin Support to Tammy Dufault re: Shane Benningfield removal from payroll.
- 6) 5/5/14 Ruth Plummer to Tammy Dufault requesting deputy names (lateral & entry).
- 7) 5/5/14 Tammy Dufault to Ruth Plummer re: bringing down deputy names Dean Perry, Randy Herbert, Michael Kessler (lateral) and David Lester, Matthew Sanafelt and Ryan French (entry).
- 8) 5/13/14 Ruth Plummer to Tammy Dufault re: returning applicants Jeffrey Lee and Jason Shelton for cause and requesting they be removed from the Entry Level Corrections List. Also requesting final name on Entry Level Corrections List.
- 9) 5/13/14 Ruth Plummer to Tammy Dufault re: Joe Lusignan resignation effective 6/1/14.
- 10) Tammy Dufault to Ruth Plummer re: bringing down David Bradshaw, Entry Level Corrections.

04. NEW BUSINESS

Action Required:

Request for Extended Leave of Absence for Julie Tucker, Corrections Officer.

Request for Commission to make a decision on whether Lateral applicant Tim Dunn should be considered Lateral or Entry Level Corrections (per his request).

Oral Boards for Entry Level Corrections is set for May 27th and 28th. We have 19 participants.

BCSO received approval for six BCSO booking clerk positions. Plans are in the works for testing and oral boards.

No Action Required:

Update on new BCSO clerical positions.

05. AVAILABILITY LIST UPDATE

Entry Level

DS 13 Eligible

CO 3 Eligible

Lateral Level

DS 2 Eligible

CO 0 Eligible

Promotional

Patrol Corporal 9 Eligible

Patrol Sergeant 13 Eligible

06. UNFINISHED BUSINESS

1. Update on Civil Service Rules.

07. UNSCHEDULED BUSINESS

08. ADJOURN