

# CIVIL SERVICE COMMISSION

Allison Taylor, Chair

Bob Knight, Commissioner  
Tammy Dufault, Chief Examiner

Julie Petersen, Commissioner

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## A G E N D A

BENTON COUNTY CIVIL SERVICE COMMISSION  
REGULAR MEETING  
OCTOBER 13, 2015 at 10:00 a.m.  
Personnel Conference Room, Benton County Justice Center  
Kennewick, WA

- 01. CALL MEETING TO ORDER**
- 02. APPROVAL OF MINUTES OF THE JULY 21, 2015 SPECIAL MEETING.**
- 03. ACTION/FOR APPROVAL:**
  - 1) Request the Civil Service Commission adopt the new BCSO, Inmate Processing Specialist job description, as a Civil Service position, upon the Benton County Commission's approval.
  - 2) Approve the 2015 Criminologist Eligibility List which expires 7/21/16.
  - 3) Approve the 2015 Entry Deputy Eligibility List which expires 8/19/16.
  - 4) Travel Reimbursement approval for Commissioners.
  - 5) Approve current BCSO Candidate Action Spreadsheet.
- 04. NEW BUSINESS:**
  - 1) Discuss background rejection release information, as to what is released to the candidate. (Allison Taylor)
  - 2) Update on September, Civil Service Conference in Yakima. (Tammy Dufault)
  - 3) Update on Inmate Processing Specialist position. (Tammy Dufault and Steve Hallstrom)
  - 4) Update on future Oral Boards for Corrections, Deputy, and Inmate Processing Specialist positions. (Tammy Dufault)
- 05. CONTINUED BUSINESS:**
  - 1) Update on Civil Service Rules – Steve Hallstrom/Tammy Dufault: Final review by Civil Service Commission so they can be approved/adopted at our next Civil Service meeting.
- 05. ADJOURN:**