



proud past, promising future

CLARK COUNTY
WASHINGTON

Minutes: CLARK COUNTY CIVIL SERVICE MEETING

IN ATTENDANCE

- CHAIRPERSON MARLA LUDOLPH-HEIKKALA VIA TELEPHONE
- COMMISSIONER RITA PAKENEN
- COMMISSIONER JAMES SENESCU
- COMMISSIONER GARRY PRESTHUS
- COMMISSIONER JANE LARKIN
- CHIEF EXAMINER/SECRETARY LESLIE HARRINGTON SMITH

MEETING DATE: MAY 9, 2014 REGULAR MEETING

MEETING TIME: 10:00 A.M. SPECIAL MEETING

LOCATION: CONF RM. 511 CONF RM. 523 CONF RM. 678
 CONF RM. 623

EXECUTIVE SESSION:

1. Commissioners reviewed the recent Sergeant Promotional Exam process with Secretary Harrington Smith.
 - a. Secretary Harrington Smith described the steps in the process that resulted in the confusion surrounding the release of the scores and the passing score as opposed to what was written on the job posting.
 - b. The job posting stated "the top 20 scoring candidates will be invited to an interview; notices were sent out stating that those who received scores below 70% that they had not passed the exam.
 - c. On 2-May-14 the Secretary reversed that determination after it was pointed out that the job posting did not indicate a passing score and the Secretary assumed that if it wasn't written on the posting, then it would not be valid.
 - d. On 5-May-14 several messages were received from candidates stating that the Secretary told the candidates before the test that 70% would be the passing score and claimed that should be the passing score.
 - e. The Commissioners then had a discussion about what took place in the past with Enforcement Sergeant Exams, and what the postings stated for the written exam passing scores.

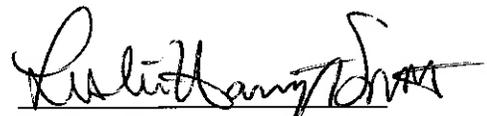
- i. 2005 job posting stated: "the top 20 scoring candidates with a 70% or greater will be invited to an oral board interview."
- ii. 2006 and 2008: "the top 20 scoring candidates with a 65% or greater will be invited to an oral board interview."
- iii. 2009; 2011; 2012 and 2014: "the top 20 scoring candidates will be invited to an interview."

REGULAR SESSION:

1. The meeting entered Regular Session and the Commissioners made a motion that passed unanimously.
 - a. In the interest of fairness and transparency, the Civil Service Commission made the decision that the Enforcement Sergeant Promotional process will be redone from the beginning.
 - b. The Secretary was directed to completely redo the Enforcement Sergeant Recruitment process from the beginning, using a different written exam, to be given on one (1) date to be determined with at least 4 weeks' notice to the candidates.
 - c. Previous candidates would not have to reapply, and the new posting will designate the passing score for the written exam as 'the top 20 candidates who score 70% or greater will be invited to interview.' The oral board interview will have a passing score of 70% or higher.
2. Next regular meeting is scheduled for May 20, 2014.

Date: 5/27/14

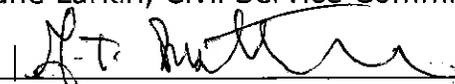
Tel. Approved 5/27/14 by  SENESCU
Marla Ludolph-Heikkala, Civil Service Chairperson


Leslie Harrington Smith,
Chief Examiner/Secretary

Rita Pakenen, Civil Service Vice-Chairperson


Jim Senescu, Civil Service Commissioner

Jane Larkin, Civil Service Commissioner


Garry Presthus, Civil Service Commissioner