



WASHINGTON STATE
CRIMINAL JUSTICE TRAINING COMMISSION
19010 1ST AVENUE SOUTH, BURIEN, WA 98148

SPECIAL COMMISSION MEETING

Held Telephonically

Wednesday, October 12, 2011

2 PM

COMMISSION MEMBERS PRESENT:

Jeff Myers (Chair), Chief, Hoquiam Police Department
William Elfo (Vice Chair), Sheriff, Whatcom County Sheriff's Office
Anne Kirkpatrick, Chief, Spokane Police Department
Bernard Warner, Secretary, Department of Corrections
Bill Boyce, Citizen at Large
Darell Stidham, Deputy, Spokane County Sheriff's Office
John Batiste, Chief, Washington State Patrol
Josh Kelsey, Officer, Lynnwood Police Department
Julie Anderson, Auditor, Pierce County
Laura Laughlin, Special Agent in Charge, Federal Bureau of Investigation
Ned Newlin, Chief of Corrections, Kitsap County Sheriff's Office

WSCJTC STAFF PRESENT:

Debbie Mealy, Deputy Director
Steve Lettic, Assistant Director
Ana Equihua-Equihua, Registrar, Advanced Training
Bob Bragg, Fitness & Force Training Program Manager, Advanced Training
Greg Baxter, Manager, Human Resources
Joel Gavino, Manager, Information Technology
John Suessman, Commander, Basic Law Enforcement Academy
Rachelle Heinzen, Assistant Commander, Basic Law Enforcement Academy
Rachelle Parslow, CIT Program Administrator, Research & Development Division
Sacheie Coaxum, Registrar, Advanced Training
Sonja Hirsch, Executive Assistant
Tisha Ehret, Manager, Certification
Tony Anderman, Manager, Advanced Training
Victoria Mathews, Administrative Assistant, Telecommunicator Program

GUESTS PRESENT:

Brian Moran, Chief Deputy Attorney General
Conner Daily, Chief, Port Townsend Police Department
Jeff Slotnik, Private Security Firearms Certification Program Lead Instructor
Mike Johnston, Lieutenant, Bellingham Police Department
Shelley Williams, Assistant Attorney General
Shon Small, County Commissioner, Benton County

INTRODUCTION

The Chair called the telephonic meeting to order at 2:02 PM with a quorum present. Roll call was performed to identify the Commissioners and guests in the room. Some guests on the phone identified themselves; however, many did not.

PURPOSE

Effective October 14, 2011, Executive Director William J. Hawe will resign from his position as Executive Director of the Washington State Criminal Justice Training Commission (WSCJTC). To prepare for this transition, the Commissioners were called to appoint an interim or acting Executive Director.

The Chair stated he received an email from Executive Director Hawe stating that he would resign effective October 14, 2011.

Commissioner Elfo made a motion to accept Executive Director Hawe's resignation effective October 14, 2011. Commissioner Newlin seconded the motion. The motion carried unanimously.

The Chair announced that the next order of business would be to appoint an interim Executive Director to manage the day-to-day operations of the WSCJTC until the Commission reaches a decision on the recruitment process and appointment of an Executive Director.

Commissioner Stidham made a motion to nominate Debbie Mealy to fill the position of Interim Executive Director. Commissioner Anderson seconded the motion.

Commissioner Elfo made a motion to amend the motion. Commissioner Stidham seconded the motion. Commissioner Elfo suggested appointing Debbie Mealy as Executive Director for 90 days and then the Commission could decide whether or not to open up the process or fill the position internally.

Commissioner Anderson stated that the previous motion speaks to the decision of the Commission about the type of recruitment, so the motion accommodates what Commissioner Elfo is suggesting.

Commissioner Elfo withdrew his motion to amend the standing motion. He asked if the motion was limited to an interim appointment or if the Commission could discuss a permanent appointment.

The Chair stated that the meeting's agenda was specific in regard to an interim appointment.

The motion to appoint Debbie Mealy as Interim Executive Director carried unanimously.

The Chair announced that the interim Executive Director is exempt from the merit system and serves at the pleasure of the Commission as per RCW 43.101.080(6), is hereby appointed as the Washington State Criminal Justice Training Commission's appointing authority, and has dollar signature authority of the Executive Director.

Commissioner Batiste made a motion to encompass the above mentioned authorities of the Interim Executive Director. Commissioner Newlin seconded the motion. The motion carried unanimously.

The Chair asked for the Commission’s thought on adjusting Debbie Mealy’s pay while performing the additional duties and responsibilities as the Interim Executive Director.

Commissioner Boyce asked where Debbie Mealy’s current salary is, as Deputy Director, in comparison to the pay scale for Executive Director.

Interim Executive Director Mealy stated that her current salary is approximately 10 percent less than that of the Executive Director.

Commissioner Elfo made a motion to increase Debbie Mealy’s salary by 10 percent while Interim Executive Director. Commissioner Anderson seconded the motion. The motion carried unanimously.

Commissioner Warner asked if the Interim Executive Director would have the authority to fill the now vacant Deputy Director position.

The Chair stated that the Commission, in a previous motion, granted the Interim Executive Director the authority to hire, fire, etc., which would allow her to fill the position if desired.

Interim Executive Director Mealy stated that she has no intention to fill the position of Deputy Director during her tenure as Interim Executive Director.

The Chair announced at 2:18 PM that the Commission would recess the public meeting until 2:30 PM at which time the Commission would go into an executive session for the purpose of evaluating a complaint or charges brought against a public officer or employee. He then announced that the public meeting would reconvene at 3:00 PM.

The Chair reconvened the public meeting at 3:00 PM, and the meeting was adjourned at 3:02 PM.

Written by:

 Sonja Hirsch, Executive Assistant Date _____

Reviewed by:

 Debbie Mealy, Interim Executive Director Date _____

Approved by:

 Chief Jeff Myers, Commission Chair Date _____