



AGENDA

Berkeley County Deputy Sheriff's Civil Service Commission

3/19/2025 5:00 PM | *Meeting called by:* Civil Service Commissioners

Location: The Berkeley County Main Administration Building, County Commission Chambers, 2nd Floor
400 West Stephen Street
Martinsburg, WV 25401

Commissioners & Recorder

Dale Buck, Esq., President | Stephen D. Dopson, Commissioner | James G. Moffitt, Commissioner | John H. Alderton, Deputy County Clerk/Administrative Assistant for BCDSCSC

Item

OPR

- | | |
|--|-----------------------------|
| 1. <u>Welcome – Call to Order</u> | President Buck |
| 2. <u>Recognition & Appreciation</u> | President Buck |
| 3. <u>Reading & Approval of Minutes.</u> Approval of Meeting Minutes:
dated February 19, 2025. | All Commissioners |
| 4. <u>Budget Update (Informational).</u> | Administrative
Assistant |
| 5. <u>Old Business:</u> | |
| a. Issue 2024-0003. Investigating Test Providers for Deputy Sheriff Promotional Examination Services RE: Promotional Examination Vendors Update | All Commissioners |
| b. Issue 2024-0013. Open Hire Process IAW Current Rules & Regulation. (Revision & Update of R&R) | All Commissioners |
| c. Issue 2024-0029.: Request for New Open Hire Physical Agility & Written Examination. RE: December 14, 2024 | All Commissioners |
| d. Issue 2024-0032. Request for New Open Hire Physical Agility & Written Examination. RE: March 2025 | Administrative
Assistant |
| e. Issue 2025-0001. 2024 Annual Report;
January 2024 – December 2024 | Administrative
Assistant |
| f. Issue 2025-0003. Promotional Exam Request for Rank of Sergeant due to Sergeant Heagy Demotion (Voluntary) Request, which created the vacancy as of July 1, 2024. | All Commissioners |

6. **New Business.**

a. **Issue 2025 – 0004, 2025 West Virginia Legislative Update**

All Commissioners or
Administrative
Assistant

7. **Items from the Floor.**

Audience Members
Administrative
Assistant

8. **Announcements.**

All Commissioners or
Administrative
Assistant

9. **Motion for Recess or to Adjourn**

All Commissioners

The Berkeley County Deputy Sheriff Civil Service Commission reserves the right to re-arrange items on the Agenda as needed due to time constraints of the commission.

NOTES: