



AGENDA

Berkeley County Deputy Sheriff's Civil Service Commission

8/27/2025 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 | D. Scott Wilson, Commissioner |
John H. Alderton, Deputy County Clerk/Administrative Assistant for BCDSCSC

Item

OPR

1. **Welcome – Call to Order** President Buck
2. **Reading & Approval of Minutes.** Approval of Meeting Minutes for Wednesday, July 16, 2025, Regularly Scheduled Meeting. All Commissioners
3. **Special Recognition;** Ms. Aleah Tucker, Executive Assistant Berkeley County All Commissioners
4. **Budget Update (Informational).** Administrative Assistant
5. **Old Business:**
 - a. **Issue 2024-0032.** Request for New Open Hire Physical Agility & Written Examination. **RE: March 8, 2025** Administrative Assistant
 - b. **Issue 2025-0026.** Request for New Open Hire Physical Agility & Written Examination. **RE: August 23, 2025** Administrative Assistant
 - c. **Issue 2025-0028,** Request for Promotional Examination for the Rank of Corporal, as Result of the Promotion of Corporal Chronister to Sergeant on May 12, 2025. Eligibility date is May 13, 2025. All Commissioners
Deputy County Clerk/
Administrative Assistant
6. **New Business.**
 - a. **Issue 2025-0031,** Clarification of Online Application Process RE: Accepted, Candidate, Withdrawal & Rejected Status All Commissioners
Deputy County Clerk/
Administrative Assistant

b. a. **Issue 2025-0032**, Doctor's Certification of Fitness to Perform
Agility Test Form RE: Entry Level – Open Hire Testing

Commissioner Wilson

7. **Items from the Floor.**

8. **Announcements.**

a. **Next Meeting.** The next meeting of the Berkeley County
Deputy Sheriff Civil Service Commission is scheduled for 5:00 PM,
Wednesday, September 17, 2025. Hopefully, in the Commission
Chambers. **NOTE:** Per Ms. Penny Shewell, the commission
chambers cannot be reserved until the first day of every month.

All Commissioners or
Deputy County Clerk/
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: