

CITY OF LAKE STEVENS SPECIAL CIVIL SERVICE MEETING AGENDA

Permit Center Conference Room
1820 Main Street, Lake Stevens
Wednesday, November 16, 2016

CALL TO ORDER: 6:00 P.M.

ACTION ITEMS:

- A. Approve minutes of July 6, 2016 meeting;
- B. Approve Entry-level Police Officer Eligibility List Dated November 16, 2016.
- C. Approve Lateral (Experienced) Police Officer Eligibility List Dated November 16, 2016.

DISCUSSION ITEMS:

None.

INFORMATION ITEMS:

- A. Special meeting notice

ADJOURNMENT:

**CITY OF LAKE STEVENS
CIVIL SERVICE MEETING MINUTES**

Wednesday, July 6, 2016

Permit Center Conference Room, 1820 Main Street, Lake Stevens, WA

CALL TO ORDER: 5:56 p.m. by Jim Palmer, Chairperson

COMMISSIONERS PRESENT: Jim Palmer, Chairperson
Hal Hupp
Danny Pitocco

COMMISSIONERS ABSENT: None

STAFF MEMBERS PRESENT: Chief Examiner, Steven Edin
Interim Police Chief, Ralph Krusey

OTHERS: None

Approval of Civil Service Commission Meeting Minutes Dated May 25, 2016

MOTION by Commissioner Palmer, seconded by Commissioner Pitocco to approve the Civil Service Commission meeting minutes dated May 25, 2016. **MOTION** passed unanimously.

Approval of the Entry-level Police Officer Eligibility List Dated July 6, 2016

Chief Examiner Edin reported that the City conducted another Entry-level Police Officer Oral Board on June 15, 2016 and June 16, 2016. Thirty (30) candidates were invited, fourteen (14) responded. Of the fourteen (14) candidates, one (1) did not show, eleven (11) passed and two (2) failed. The eleven (11) passing candidates have been integrated into the existing eligibility list.

MOTION by Commissioner Hupp, seconded by Commissioner Pitocco to approve the Entry-level Police Officer Eligibility List dated July 6, 2016. **MOTION** passed unanimously.

Approval of the Lateral (Experienced) Police Officer Eligibility List Dated July 6, 2016

Chief Examiner Edin reported that the City conducted another Lateral (Experienced) Police Officer Oral Board on June 16, 2016. Four (4) candidates were invited, three (3) responded and went through the process. All three (3) candidates passed. One candidate is from Alaska, another from Utah and the other from the Stillaguamish Tribal Police. The three (3) passing candidates have been integrated into the existing eligibility list.

MOTION by Commissioner Hupp, seconded by Commissioner Pitocco to approve the Lateral (Experienced) Police Officer Eligibility List dated July 6, 2016. **MOTION** passed unanimously.

Revision of Rule 8.13 Reserve Officer Credit of the City of Lake Stevens Civil Service Rules

At the request of the Civil Service Commission, Chief Examiner Edin conducted additional research into other agencies offering preference points for candidates with a Custody Officer background. Chief Examiner Edin reported that he reviewed Civil Service Rules from other agencies through the Municipal Research Service Center, posted a question on the Public Safety Testing Blog and consulted a couple of colleges. Mr. Edin was not able to find another example of agencies offering preference points. However, Mr. Edin stated that it is not illegal to offer such a program through Civil Service. Mr. Edin also reported that the two colleges he spoke to believed that any candidate with Custody Officer experience would typically excel through the oral board or Chief's interview anyway.

After much discussion by the Commission regarding the revision of Rule 8.13, the Commission would like to refer to "Custody Officer" Candidates as "Custodial Officers." The Commission also requested that the Chief Examiner come back with language addressing the definition of a "Custodial Officer Candidate" and some amended language to Rule 8.13 containing percentages less than a Police Officer Reserve candidate. Commissioner Hupp suggested a 1% per year of experience program, up to a maximum of 4% additional points. Commissioner Hupp would like table this topic until the next meeting to allow the Chief Examiner time to develop language to accommodate Commissioner Hupp's suggestions.

MOTION by Commissioner Hupp, seconded by Commissioner Pitocco to **TABLE** the revision of Rule 8.13 and bring the topic back to the next Civil Service Commission meeting with additional, revised, draft language. **MOTION** passed unanimously.

New Police Chief Candidate

Chief Examiner Edin reported that interviews were conducted last week for a new Police Chief. Mr. John Dyer from Rifle, Colorado was selected as the final candidate. The City hopes to have the background check done by August.

Future Civil Service Commission Meeting Dates

Chief Examiner Edin noted that we probably will not need another Civil Service Commission meeting until fall.

MOTION by Commissioner Hupp, seconded by Commissioner Pitocco to adjourn the meeting. **MOTION** passed unanimously.

MEETING ADJOURNED at 6:21 p.m.

Respectfully Submitted:

Steven R. Edin
Civil Service Secretary/Chief Examiner

Approved By:

Jim Palmer
Chairperson