



Meeting Minutes

Civil Service Commission

City Hall
601 4th Avenue E
Olympia, WA 98501
Contact: Nicole Camus
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Wednesday, June 5, 2024

10:00 AM

Room 112

1. CALL TO ORDER

The meeting was called to order at 10:03 am.

1.A ROLL CALL

Present: 2 - Chair Linda Villegas Bremer and Commissioner Oscar Soule

Absent: 1 - Commissioner Reiko Callner

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

The minutes were approved.

[24-0485](#) Approval of April 16, 2024 Civil Service Commission Meeting Minutes

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS - None

6. BUSINESS ITEMS

[24-0486](#) Approval of the Olympia Fire Department Assistant Fire Marshal/Captain Register

Commissioner Soule motioned, seconded by Commissioner Villegas Bremer to approve the certification of the Assistant Fire Marshal/Captain Register effective June 5, 2024.

Aye: 2 - Chair Villegas Bremer and Commissioner Soule

Absent: 1 - Commissioner Callner

[24-0487](#) Approval of Entry-Level Firefighter Register

Commissioner Soule motioned, seconded by Commissioner Villegas Bremer to approve the certification of the Entry-Level Firefighter Register effective

May 20, 2024.

Aye: 2 - Chair Villegas Bremer and Commissioner Soule

Absent: 1 - Commissioner Callner

[24-0488](#) Approval of Entry Level Police Officer Register

Commissioner Soule motioned, seconded by Commissioner Villegas Bremer to approve the certification of the Entry Level Police Officer Register effective June 5, 2024.

Aye: 2 - Chair Villegas Bremer and Commissioner Soule

Absent: 1 - Commissioner Callner

[24-0499](#) OFD Assistant Fire Chief Testing Process

Commissioner Soule motioned, seconded by Commissioner Villegas Bremer to approve the testing process to establish an Assistant Fire Chief (Training) Register.

Aye: 2 - Chair Villegas Bremer and Commissioner Soule

Absent: 1 - Commissioner Callner

[24-0500](#) OFD Assistant Fire Chief Classification Specification Changes

Commissioner Soule motioned, seconded by Commissioner Villegas Bremer to approve the proposed changes to the Assistant Fire Chief Classification Specification as amended to add clarifying language in the Supervision section of the job description.

Aye: 2 - Chair Villegas Bremer and Commissioner Soule

Absent: 1 - Commissioner Callner

7. REPORTS - None

8. OTHER TOPICS

Commissioner Soule welcomed the new Human Resources Director, Manny Bosser.

9. ADJOURNMENT

The meeting adjourned at 10:41 am.

Upcoming

Accommodations