



Meeting Minutes

Civil Service Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Telli Norton
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Tuesday, July 28, 2026

8:30 AM

Room 112

In person or via Zoom:<https://us06web.zoom.us/j/89590024094>

1. CALL TO ORDER

The meeting was called to order at 8:31am.

1.A ROLL CALL

Linda Villegas Bremer - Commission Chair, Reiko Callner - Commissioner, Telli Norton - Senior Human Resources Generalist/Chief Examiner, Nicole Anderson - Human Resources Generalist, Shelby Parker - Chief of Police, Hillory Flowers - Interim Fire Chief, Ray Brady - Deputy Chief of Police, and Kevin Maltz - Assistant Chief of EMS.

2. APPROVAL OF AGENDA

Commissioner Reiko Callner moved to approve. The approval was seconded by Commission Chair Linda Villegas Bremer. There were no questions or comments.

All voted aye. The July 28th Civil Service Commission Meeting Agenda was approved.

3. APPROVAL OF MINUTES

3.A Approval of June 16, 2026 Civil Service Commission Meeting Minutes

Commissioner Reiko Callner moved to approve. The approval was seconded by Commission Chair Linda Villegas Bremer. There were no questions or comments.

All voted aye. The June 16th Civil Service Commission Meeting Minutes were approved.

4. PUBLIC COMMENT

No public comment was received.

5. ANNOUNCEMENTS

Telli Norton shared that Police Department had two recent promotions. Paul Frailey has been promoted to Deputy Chief effective August 1st and Sean O'Brien has been promoted to Police Lieutenant effective August 1st.

6. BUSINESS ITEMS

6.A Approval of Entry Level Police Officer Register

Commissioner Reiko Callner moved to approve. The approval was seconded by Commission Chair Linda Villegas Bremer. Telli Norton walked through the staff report and register.

Discussion: Commissioner Reiko Callner asked about the community members on the panels. Police Chief Shelby Parker shared information about both community members.

All voted aye. The Entry Level Police Officer Register was approved.

6.B Approval of Lateral Police Officer Register

Commissioner Reiko Callner moved to approve. The approval was seconded by Commission Chair Linda Villegas Bremer. Telli Norton walked through the staff report and register.

Discussion 1: Commissioner Reiko Callner asked where the lateral candidate was coming from. Telli Norton shared the candidate is from Washington, currently with Fish and Wildlife.

Discussion 2: Commission Chair Linda Villegas Bremer asked about the number of active candidates. Telli Norton explained that there was only one active candidate as the others have all been removed for various reasons.

All voted aye. The Lateral Police Officer Register was approved.

6.C Changes to Fire Lieutenant Job Classification

Commissioner Reiko Callner moved to approve. The approval was seconded by Commission Chair Linda Villegas Bremer. Telli Norton walked through the staff report and Interim Fire Chief Hillory Flowers explained the requested changes.

Discussion 1: Commissioner Reiko Callner asked about the abbreviation JATC. Interim Fire Chief Hillory Flowers explained the certification and regional standards. She also explained the "by appointment" requirement and how that will enable applicants who have not yet completed the certification to apply and complete prior to official appointment versus

limiting the candidate pool to those who have already completed. Commission Chair Linda Villegas Bremer asked to confirm when this certification is typically done. Interim Fire Chief Hillory Flowers explained the certification process.

Discussion 2: Commissioner Reiko Callner asked about the equity aspect behind the change request. Interim Chief Hillory Flowers shared that this will allow for the certifications to be an addition to the years of service requirements. Commission Chair Linda Villegas Bremer asked more details about the training. Chief Flowers explained that this is a national industry standard.

All voted aye. The changes to the Fire Lieutenant Classification were approved.

6.D

Changes to Paramedic Lieutenant Job Classification

Commissioner Reiko Callner moved to approve. The approval was seconded by Commission Chair Linda Villegas Bremer. Telli Norton walked through the staff report and Interim Fire Chief Hillory Flowers explained the requested changes.

Discussion 1: Interim Chief Flowers shared that the changes are to mirror requirements within the Fire Lieutenant classification and that this is a first pass of changes for the Paramedic Lieutenant Classification. In first quarter of 2027 they will likely submit another change resulting from proposed changes to the Medic One contract.

Discussion 2: Commission Chair Linda Villegas Bremer asked how this may impact current employees. Chief Flowers explained that the employees are aware of the changes and excited about furthering their fire training. Commission Chair Linda Villegas Bremer also asked how the labor groups felt about the change. Chief Flowers shared that she has spoken with labor and they are very supportive of the changes and how this emphasizes a shift in how the department supports training/development of employees.

Discussion 3: Commission Chair Linda Villegas Bremer asked if Telli Norton had confirmed the changes are a mirror to the requested changes to the Fire Lieutenant classification. Telli Norton explained that there are additional changes in the Paramedic Lieutenant classification but that is to align them to the duties with the Fire Lieutenant classification, which in turn results in them being able to perform the duties in the Fire Lieutenant classification.

Discussion 4: Commission Reiko Callner thanked the department for their proactive thinking, emphasizing that these changes will provide structure

and awareness of expectations that are very positive for a department.

All voted aye. The changes to the Paramedic Lieutenant Classification were approved.

7. REPORTS

7.A Hiring Register Updates

Discussion: Telli Norton shared recent updates to the Entry-Level Firefighter/Paramedic and Police Lieutenant registers, including recent hires, current status, and removals.

Commission Chair Linda Villegas Bremer asked Telli to repeat the information for Sean O'Brien's register removal. Telli Norton shared that Sean O'Brien was removed from the Police Lieutenant Register as he is being promoted effective 8/1/26 to Police Lieutenant.

8. OTHER TOPICS

Commissioner Reiko Callner shared that for a friend's birthday, she went downtown and helped repaint murals that had been vandalized. She shared pictures of the flower she had painted and how grateful she was as a former city employee to continue to stay connected to the city. Police Chief Shelby Parker shared her appreciation.

9. ADJOURNMENT

Meeting was adjourned at 8:54am.

Accommodations