



Meeting Minutes

Civil Service Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Telli Norton
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Tuesday, October 21, 2025

8:30 AM

Room 112

Zoom: <https://us06web.zoom.us/j/89590024094>

1. CALL TO ORDER

Meeting was called to order at 8:30am.

1.A ROLL CALL

Linda Villegas Bremer - Commission Chair, Reiko Callner - Commissioner (via zoom), Oscar Soule - Commissioner, Telli Norton - Senior HR Generalist/Chief Examiner, Matt Morris - Fire Chief, and Ray Brady - Deputy Chief of Police

Arrived at 8:40am - Sean O'Brien - Police Hiring & Training Sergeant.

2. APPROVAL OF AGENDA

Commissioner Oscar Soule moved to approve. Approval was seconded by Commissioner Reiko Callner. No questions or requested changes. All voted aye. The agenda was approved.

3. APPROVAL OF MINUTES

Approval of September 16, 2025 Civil Service Commission Meeting Minutes

Commissioner Reiko Callner moved to approve. Approval was seconded by Commissioner Oscar Soule. Commissioner Reiko Callner asked to include in item 8 that she was also impressed with the qualifications of candidates. Telli Norton, stated she would make the change. All voted aye with the requested amendment. The September 16th minutes were approved.

4. PUBLIC COMMENT

No public comment was received.

5. ANNOUNCEMENTS

Telli Norton shared that Ray Brady was promoted to Deputy Chief of Police. Brady had been in an interim role prior.

6. BUSINESS ITEMS**Approval of Entry Level Police Officer Register**

Commissioner Oscar Soule moved to approved. Approval was seconded by Commissioner Reiko Callner. Telli Norton walked through the staff report and register.

Discussion: Commissioner Reiko Callner asked about the background of the community member. Telli Norton shared that the community member had served on the panel in the past, but that she wasn't sure of his background. Telli Norton stated she would follow up with Sgt. O'Brien and report back for the next meeting.

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

Approval of Police Sergeant Register

Commissioner Oscar Soule moved to approve. Approval was seconded by Commissioner Reiko Callner. Telli Norton walked through the staff report and register.

Discussion: Discussion around the background of community members. Commissioner Reiko Callner shared that she new one community member, Sarah, was a very thoughtful, active member on the Critical Incident Review Board and an attorney. Deputy Chief Brady shared that the other community member, Robin, was a new member of the Community Policing Board and that she is also a retired attorney, he believed from Florida.

Commissioner Reiko Callner asked when the department thought that a promotion made be made from this list. Deputy Chief Brady shared that it will likely occur in the new year, following the promotion of a new Police Lieutenant, which would likely occur on 11/1/25. Through the end of the year the department will offer acting assignment prior to the official promotion.

All voted aye. The Police Sergeant Register was approved.

Approval of Entry-Level Firefighter Register

Commissioner Oscar Soule moved to approve. Approval was seconded by Commissioner Reiko Callner. Telli Norton walked through the staff report and register. No questions or comments. All voted aye. The Entry Level Firefighter Register was approved.

Approval of Fire Lieutenant Register

Commissioner Reiko Callner moved to approve. Approval was seconded by Commissioner Oscar Soule. Telli Norton walked through the staff report and register.

Discussion: Commissioner Oscar Soule asked if the community members who participated in these processes were paid. Fire Chief Morris stated they were not paid, but that the department does provide lunch. Chief Morris also shared having panels that last multiple days is hard to get community members for because of the time commitment.

Commissioner Reiko Callner asked when a promotion from this register may occur. Chief Morris shared that the department has three vacancies and they will look to promote as soon as possible.

All voted aye. The Fire Lieutenant Register was approved.

7. REPORTS

No reports

8. OTHER TOPICS

Topic 1: Commissioner Reiko Callner stated there was large rally over the weekend and her impression was that the event was peaceful and there were no incidents involving policy. She asked if that impression of the event was correct. Deputy Chief Brady confirmed that was correct. The department did up-staff a little bit, mainly for traffic and pedestrian concerns.

Topic 2: Telli Norton shared that there was appeal that was received for a removal from a hiring register. Telli investigated the appeal and upheld the department's decision to remove as they did fail part of the pre-hire requirements. Telli shared that following the meeting the candidate would be notified. Commissioner Reiko Callner asked Telli to confirm the process for appeals because it had been quite a few years since one was brought before the commission. She asked if there was the option that if from her review, they could appeal again and present before the commission. Telli confirmed that was the process. Once she notifies the candidate, they will have the ability to appeal her decision and come before the board in a private meeting.

Topic 3: Telli Norton shared the Fire Department has begun the hiring/promotional process for Deputy Fire Chief.

9. ADJOURNMENT

The meeting was adjourned at 8:53am.

Accommodations