



Meeting Minutes - Draft

Civil Service Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Nicole Camus
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Tuesday, January 17, 2017

8:30 AM

Room 112

1. CALL TO ORDER

Chair Villegas Bremer called the meeting to order at 8:30 a.m.

1.A ROLL CALL

Present: 3 - Chair Linda Villegas Bremer, Commissioner Reiko Callner and
Commissioner Oscar Soule

OTHERS PRESENT

Deputy Fire Chief Greg Wright
Assistant Fire Chief Mike Buchanon
HR Director Joe Olson
Personnel Analyst Nicole Camus
Deputy Police Chief Aaron Jelcick
PW Staff Tami Micheau

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

- 3.A** [17-0057](#) Approval of September 20, 2016 Civil Service Commission Meeting Minutes

The minutes were approved.

- 3.B** [17-0060](#) Approval of October 18, 2016 Civil Service Commission Meeting Minutes

The minutes were approved.

- 3.C** [17-0061](#) Approval of November 15, 2016 Civil Service Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None**5. ANNOUNCEMENTS - None****6. BUSINESS ITEMS****6.A [17-0058](#) Approval of Entry Level Police Officer Register**

Ms. Micheau reported that 57 applicants were invited to the phase 1 suitability assessment in September and October. Of the 57, 20 candidates participated in the phase 2 suitability assessment, and 8 passed. Four successfully passed oral interviews and are on the register for approval. Interview panel consisted of OPD Sergeant Bryan Wyllie, Intercity Transit Supervisor Joy Gerchak, and Sunset Air HR Manager Karen Johnson. Scores ranged from 81.49%-94.69%. Ms. Micheau announced that three police officers had been hired since the last Civil Service Commission meeting.

Commissioner Callner moved, seconded by Commissioner Soule, to approve the certification of the Entry Level Police Officer Register effective January 17, 2017.

Aye: 3 - Chair Villegas Bremer, Commissioner Callner and Commissioner Soule

6.B [17-0059](#) Approval of Entry Level Firefighter Register

Ms. Camus reported that 53 candidates to take the phase 1 suitability assessment. Of those 53, 15 candidates took the assessment and 11 passed. Nine candidates attended interviews and six passed and are on the register. The panel consisted of OFD Captain Todd Carson, OFD Lieutenant Matt Gantenbein, Lacey Fire District 3 Firefighter Keri Hall, and OFD Lieutenant Jason Waters. Final ranking scores ranged from 79.67%-88.72%.

Commissioner Callner moved, seconded by Commissioner Soule, to approve the certification of the Entry Level Firefighter Register effective January 17, 2017.

Aye: 3 - Chair Villegas Bremer, Commissioner Callner and Commissioner Soule

9. ADJOURNMENT

The meeting was adjourned.

Accommodations