



Meeting Minutes - Draft

Civil Service Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Nicole Camus
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Tuesday, September 17, 2019

8:30 AM

Room 112

1. CALL TO ORDER

The meeting was called 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

Assistant Chief Mike Buchanan - OFD
Nicole Camus - Human Resources
Sgt. Dan Duncan - OPD

2. APPROVAL OF AGENDA

Ms. Camus requested to add two agenda items, approval or provisional entry level police officer register and approval of provisional lateral police officer register.

Commissioner Callner moved seconded by Commissioner Soule to approve the motion as amended. The motion carried as follows:

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

3. PUBLIC COMMENT

4. ANNOUNCEMENTS

4.A [19-0848](#) Announcement of Fire Paramedic Lieutenant promotional exam

Assistant Chief Mike Buchanan announced the Fire Paramedic Mark Stewart has announced his retirement and that a paramedic lieutenant promotional test and assessment center has been scheduled for early 2020. Additional details on the process will be brought to the Civil Service Commission as they develop.

5. BUSINESS ITEMS

5.A [19-0847](#) Approval of August 15th, 2019 Civil Service Commission Meeting

Minutes

Commissioner Callner moved, seconded by Commissioner Soule, to approve the minutes. The motion carried as follows:

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

5.B [19-0855](#) Approval of Promotional Firefighter/Paramedic Register

Assistant Chief Mike Buchanan explained the Firefighter Reid Hamblet has successfully completed the education, training, and certification requirements to meet the firefighter/paramedic classification qualifications and requested the approval of the promotional register.

Commissioner Callner moved, seconded by Commissioner Soule, to approve the firefighter/paramedic promotional register. The motion carried as follows:

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

5.C [19-0849](#) Lateral Police Officer Minimum Qualification Change

Ms. Camus requested that the "academy graduate" designation of the lateral police officer position to be eliminated to more accurately reflect the level of training and experience necessary for a lateral officer to be successful.

Commissioner Callner moved, seconded by Commissioner Soule, to approve the change to the lateral police officer minimum qualifications.

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

5.D [19-0856](#) Removal of Names from Entry Level Police Officer Register

The information was received.

5.E [19-0854](#) Approval of Entry Level Police Officer Register

The information was received.

5.F [19-1178](#) ADDED AT MEETING - Approval of Provisional Lateral Police Officer Register

Ms. Camus requested that a provisional lateral police officer register be approved from an oral board the day prior. The final register would be brought to the next meeting for final approval.

Commissioner Callner moved, seconded by Commissioner Soule, to approve the provisional lateral police officer register. The motion carried as follows:

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

5.G [19-1177](#) ADDED AT THE MEETING - Approval of Provisional Entry Level Police Officer Register

Ms. Camus requested that a provisional entry level police officer register be approved from an oral board the day prior. The final register would be brought to the next meeting for final approval.

Commissioner Callner moved, seconded by Commissioner Soule, to approve the provisional entry level police officer register. The motion carried as follows:

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

6. REPORTS - NONE

7. OTHER TOPICS - NONE

8. ADJOURNMENT

The meeting was adjourned at 8:50 a.m.

Upcoming

Accommodations