



## Meeting Minutes - Draft

### Civil Service Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Nicole Camus  
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Tuesday, January 19, 2021

8:30 AM

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Register to attend: [https://us02web.zoom.us/j/89900485608?](https://us02web.zoom.us/j/89900485608?pwd=a3ZZL082TmNpeDJ0NmNjY1BIYzIPdz09)  
[pwd=a3ZZL082TmNpeDJ0NmNjY1BIYzIPdz09](https://us02web.zoom.us/j/89900485608?pwd=a3ZZL082TmNpeDJ0NmNjY1BIYzIPdz09)

#### 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

Nicole Camus - Human Resources  
Chief Mark John - Olympia Fire Department  
Deputy Chief Ron Stocking - Olympia Fire Department  
Assistant Chief Mike Buchanan - Olympia Fire Department

#### 2. APPROVAL OF AGENDA

The agenda was approved.

#### 3. APPROVAL OF MINUTES

- 3.A [20-1052](#) Approval of October 20, 2020 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

#### 4. PUBLIC COMMENT - NONE

#### 5. ANNOUNCEMENTS

Nicole Camus announced the City had started it's recruitment of a new Police Chief.

**6. BUSINESS ITEMS****6.A**     [21-0095](#)            OFD Fire Lieutenant Testing Process

Assistant Chief Buchanan announced that the Department anticipates at least one vacancy for Fire Lieutenant in 2021. The Department has contracted with Public Safety Testing to conduct the testing, which will be completed in April, 2021. The elements of the test will include: a written exam, tactical exercise, oral presentation, role playing exercise, administrative scenarios, and work performance rating. The minimum passing score for the dimensions evaluated is 70%, and the register rank will be determined by the assessment center percentage.

Chair Villegas Bremer requested information about how Public Safety Testing has changed it's processes to encourage diversity.

**Commissioner Soule moved, seconded by Commissioner Callner, to approve the Fire Lieutenant Testing Process. The motion carried as follows:**

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

**7. REPORTS**

Commissioner Callner shared that she joined the Ad Hoc Committee on Public Safety. Topics of conversation included objectives and scope of the committee's work.

Commissioner Soule expressed his desire to continue to work with the City's Equity and Inclusion Coordinator, Olivia Salazar de Breaux. He would like to invite her to attend future Civil Service Commission Meetings and discuss how the Commission can support her work and hear her perspective on the work the Commission is doing.

**8. OTHER TOPICS - NONE****9. ADJOURNMENT**

The meeting was adjourned at 8:55 a.m.

**Upcoming**

**Accommodations**