



# Meeting Minutes

## Civil Service Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501  
Contact: Nicole Camus  
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**Tuesday, February 21, 2017**

**8:30 AM**

**Room 112**

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**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**

HR Director Joe Olson  
OPD Administrative Services Manager Laura Wohl  
Deputy Fire Chief Greg Wright  
Personnel Analyst Nicole Camus  
Assistant Fire Chief Mike Buchanan  
Deputy Fire Chief Aaron Jelcick

**2. APPROVAL OF AGENDA**

**The agenda was approved.**

**4. PUBLIC COMMENT - None**

**6. BUSINESS ITEMS**

- 6.A** [17-0203](#) Approval of January 17, 2017 Civil Service Commission Meeting Minutes

**The minutes were approved.**

- 6.B** [17-0204](#) Laura Wohl, OPD Administrative Services Manager, will present an oral report on department outreach efforts

Ms. Wohl presented a report on the Police Department's efforts to recruit diverse candidates.

**The report was received.**

**ANNOUNCEMENTS - NONE**

**6.C**     [17-0201](#)     Approval of Entry Level Police Officer Register

Ms. Camus reported 26 candidates were invited to the phase 1 suitability assessment. Of those 26, 8 candidates participated in the phase 1 suitability assessment, and 5 passed. Those 5 candidates were invited to oral interviews, and 4 successfully passed the oral interviews. Twenty-five candidates were male and one was female. One candidate was Asian/Pacific Islander, one candidate was African American/Black, twenty-one candidates were White/Caucasian, and three candidates were Other/Two or More Races. The interview panel consisted of OPD Officer Kory Pearce, OPD Officer Aaron Ficek, and Alisha Blain, Program Coordinator for Leadership Thurston County.

**Commissioner Soule moved, seconded by Commissioner Callner, to approve the entry level police officer register effective February 21, 2017. The motion carried by the following vote:**

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

**6.D**     [17-0205](#)     Removal of Names from Entry Level Police Officer Register

Ms. Camus reported five names were removed from the register. Four failed the background investigation and one requested to be removed.

**The report was received.**

**8.        OTHER TOPICS**

Ms. Camus reported four new firefighters started work in February. The Police Department is hiring for five police officer positions.

**9.        ADJOURNMENT**

The meeting was adjourned at 9:40 a.m.

**Upcoming**

Open Public Meetings Act training will be provided at the end of the March Civil Service Commission meeting for those who need to renew.