



Meeting Minutes

Civil Service Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Nicole Camus
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Tuesday, February 20, 2018

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: 2 - Commissioner Reiko Callner and Commissioner Oscar Soule

Excused: 1 - Chair Linda Villegas Bremer

OTHERS PRESENT

Greg Wright, OFD Deputy Chief
Mike Buchanan, OFD Assistant Chief
Nicole Camus, Human Resources / Civil Service Secretary
Rich Allen, OPD Lieutenant
Dan Duncan, OPD Sergeant

2. APPROVAL OF AGENDA

The agenda was approved.

3 PUBLIC COMMENT - NONE

4. ANNOUNCEMENTS - NONE

5 BUSINESS ITEMS

5A [18-0187](#) Approval of January 16, 2018 Civil Service Commission Meeting Minutes

The minutes were approved.

5B [18-0188](#) Approval to Terminate Current Fire Lieutenant Promotional Register

Assistant Chief Buchanan explained the department has a new Fire Lieutenant register to certify and requested to terminate the current register. The current Fire Lieutenant register was certified in April 2016 and extended for an additional year in April 2017. The two names left on the current register both competed in the recent fire lieutenant promotional exam and would be on the new register.

Comiissioner Soule moved, seconded by acting Chair Callner, to approve the termination of the Fire Lieutenant Promotional Register. The motion carried by the following vote:

Aye: 2 - Commissioner Callner and Commissioner Soule

Excused: 1 - Chair Villegas Bremer

5C [18-0189](#) Approval of Promotional Fire Lieutenant Register

Assistant Chief Buchanan explained the department held an assessment center for Fire Lieutenant and seven candidates attended and passed. The scores ranged from 87.34% -71.57%. Points of discussion included comparing how this testing process compared to previous tests, how many openings are projected for the year, and what steps will happen after the register is certified to make the hiring decision.

Acting Chair Callner moved, seconded by Commissioner Soule, to approve the advanced entry police officer register. The motion carried by the following vote:

Aye: 2 - Commissioner Callner and Commissioner Soule

Excused: 1 - Chair Villegas Bremer

5D [18-0190](#) Approval of Advanced Entry Police Officer Register

Ms. Camus explained applications for advanced entry and academy graduate candidates are accepted on a continuous basis. Sixteen candidates were invited to the phase 1 suitability assessment. Nine participated in the phase 1 suitability assessment, and six passed. Six candidates were invited to oral interviews, two participated and one successfully passed the oral interviews with a score of 87.

One of the candidates was female and fifteen were male. Ten were White/Caucasian, one was African American/Black, one was Hispanic/Latino, one was American Indian/Alaskan Native and three were Asian/Pacific Islander. The interview panel consisted of OPD Officer Paul Evers, OPD Officer George Clark, and Thurston County Prosecutor Heather Stone.

Acting Chair Callner moved, seconded by Commissioner Soule, to approve the advanced-entry register. The motion carried by the following vote:

Aye: 2 - Commissioner Callner and Commissioner Soule

Excused: 1 - Chair Villegas Bremer

5E [18-0191](#) Approval of Entry Level Police Officer Register

Ms. Camus explained thirty candidates were invited to the phase 1 suitability assessment. Thirteen participated in the phase 1 suitability assessment, and three passed. Three candidates were invited to oral interviews, all participated and

successfully passed the oral interviews. Two other candidates from previous rounds of testing that could not participate in oral board last month due to the train derailment also participated and passed the oral board.

Three of the candidates were female and twenty-seven were male. Twenty-two were White/Caucasian, three were Hispanic/Latino, three were other/ 2 or more races and two were unknown. The interview panel consisted of OPD Officer Paul Evers, OPD Officer George Clark, and Thurston County Prosecutor Heather Stone.

Five candidates passed the phase 1 suitability assessment and the oral interview and have been placed on the register in accordance with scores ranging from 84.11 - 95.1.

Acting Chair Callner moved, seconded by Commissioner Soule, to approve the entry-level police officer register. The motion carried by the following vote:

Aye: 2 - Commissioner Callner and Commissioner Soule

Excused: 1 - Chair Villegas Bremer

5F [18-0192](#) Approval of Entry Level Police Officer Register

Ms. Camus explained thirty-four candidates were invited to the phase 1 suitability assessment. Nineteen participated in the phase 1 suitability assessment, and six passed. Six candidates were invited to oral interviews, all participated and four successfully passed the oral interviews.

Four of the candidates were female and thirty were male. Twenty-six were White/Caucasian, one was African American/Black, two were American Indian/Alaskan Native, and five were other/ 2 or more races. The interview panel consisted of OPD Officer Eric Henrichsen, OPD Sgt Ryan Hirotaka, and Intercity Transit Manager Joy Gerchak.

Four candidates passed the phase 1 suitability assessment and the oral interview and have been placed on the register in accordance with scores ranging from 83.41 - 95.92.

Acting Chair Callner moved, seconded by Commissioner Soule, to approve the entry-level police officer register. The motion carried by the following vote:

Aye: 2 - Commissioner Callner and Commissioner Soule

Excused: 1 - Chair Villegas Bremer

5G [18-0195](#) Removal of Names from Entry Level Police Officer Register

The information was received.

6 REPORTS - NONE

7 OTHER TOPICS - NONE

8 ADJOURNMENT

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