



Meeting Minutes

Civil Service Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Nicole Camus
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Tuesday, June 19, 2018

8:30 AM

Room 207

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

Olympia Fire Chief Greg Wright
Chief Examiner Joseph Olson
Human Resources Nicole Camus
Olympia Assistant Fire Chief Mike Buchanan

2. APPROVAL OF AGENDA

The agenda was approved.

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS

Ms. Camus announced three police officers are swearing in at 9:00 a.m. in Council Chambers.
Chief Wright reported Assistant Chief Rob Bradley announced his retirement effective the end of July 2018.

6. BUSINESS ITEMS

[18-0597](#) Approval of May 15, 2018 Civil Service Commission Meeting Minutes

The minutes were approved.

[18-0598](#) Approval of Entry Level Firefighter Register

Ms. Camus reported 75 candidates were invited to the Phase 1 suitability assessment. Of those 75, 36 participated, and 18 passed. Those 18 candidates were invited to oral interviews; 18 attended and 7 successfully passed the oral interviews.

Five candidates were female, and 70 were male. One candidate was American Indian/Alaskan Native, 65 were White/Caucasian, and 7 were two or more races. The interview panel consisted of OFD Battalion Chief Dave Haag, OFD Firefighter Pete Gibney, Tumwater Fire Dept Lt Jon Kalar, OFD Firefighter/Paramedic Kelen Sachet, and OFD Firefighter Tyler Bottin.

Seven candidates passed the written exam, physical ability test, phase 1 suitability assessment and oral interview and have been placed on the register in accordance with their scores. Final ranking scores range from 78.9%-88.54%.

Assistant Chief Buchanan reported the department will make 3 job offers.

Commissioner Callner moved, seconded by Commissioner Soule, to approve the register. The motion carried by the following vote:

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

[18-0599](#) Approval of Lateral Firefighter Register

Ms. Camus reported 14 candidates were verified to have the required experience and invited to the phase one suitability assessment.

Of those 14, 12 participated in the phase 1 suitability assessment, and seven passed. Those 7 were invited to oral interviews. Seven attended and four successfully passed.

All 14 candidates were male. One candidate was Hispanic/Latino and 13 candidates were White/Caucasian. The interview panel consisted of OFD Battalion Chief Dave Haag, OFD Firefighter Pete Gibney, Tumwater Fire Dept Lt Jon Kalar, OFD Firefighter/Paramedic Kelen Sachet, and OFD Firefighter Tyler Bottin.

Four candidates passed the written exam, physical ability test, phase 1 suitability assessment and oral interview and have been placed on the register in accordance with their scores. Final ranking scores range from 83.8%-87.45%.

Ms. Camus reported two appeals were received and settled by Chief Examiner Joe Olson. The nature of the appeals related to academy qualification and the time requirement the candidate must have completed academy within.

Chief Wright explained these positions are grant-funded, and it may be challenging to get lateral applicants to accept job offers.

Commissioner Callner moved, seconded by Commissioner Soule, to approve the register. The motion carried by the following vote:

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

7. REPORTS - None

8. OTHER TOPICS

Commissioners decided they want to do a page-by-page update to the rules, to be spread out over the next several meetings.

9. ADJOURNMENT

The meeting was adjourned at 9:00 a.m.