



Meeting Minutes

Civil Service Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Nicole Camus
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Tuesday, January 15, 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: 2 - Chair Linda Villegas Bremer and Commissioner Oscar Soule

Excused: 1 - Commissioner Reiko Callner

OTHERS PRESENT

Olympia Police Lieutenant Rich Allent
Human Resources Senior Analyst Carl Watts
Human Resources Senior Analyst Nicole Camus
Olympia Fire Assistant Chief Mike Buchanan
Olympia Fire Chief Greg Wright

2. APPROVAL OF AGENDA

The agenda was approved.

3. PUBLIC COMMENT - NONE

4. ANNOUNCEMENTS

Ms. Camus announced Chief Examiner Joseph Olson was retiring January 31, 2019. A new Human Resources Director will be hired in the Spring.

5. BUSINESS ITEMS

- 5.A** [19-0071](#) Approval of November 20, 2018 Civil Service Commission Meeting Minutes

The minutes were approved.

- 5.B** [19-0073](#) Approval of Civil Service Commission Rule Updates (pages 10-28)

Commissioners discussed substantive changes to the rules.

Commissioner Soule moved, seconded by Chair Villegas Bremer, to approve

proposed changes to Civil Service Commission rules to reflect current department practices and laws. The motion carried as follows:

Aye: 2 - Chair Villegas Bremer and Commissioner Soule

Excused: 1 - Commissioner Callner

5.C [19-0074](#) Approval of Entry Level Police Officer Register

Ms. Camus reported 39 candidates were invited to the phase 1 suitability assessment. Twenty-two participated in the phase 1 suitability assessment, and 8 passed. Eight candidates were invited to oral interviews, 8 participated and 6 successfully passed the oral interviews.

Four of the candidates was female and 35 were male. Thirty were White/Caucasian, 1 was Asian/Pacific Islander, 4 were Hispanic/Latino, and 4 were two or more races. The interview panel consisted of OPD Officer Aaron Ficek, OPD Sergeant Ryan Hirotaka, and Joy Gerchak, Intercity Transit Manager.

Six Candidates passed the phase 1 suitability assessment and the oral interview and have been placed on the register in accordance with scores ranging from 95.09 - 74.21.

Commissioner Soule moved, seconded by Chair Villegas Bremer, to approve the register. The motion carried as follows:

Aye: 2 - Chair Villegas Bremer and Commissioner Soule

Excused: 1 - Commissioner Callner

5.D [19-0075](#) Approval of Lateral Police Officer Register

Ms. Camus reported that five candidates were invited to the phase 1 suitability assessment. Four participated in the phase 1 suitability assessment, and two passed. Two candidates were invited to oral interviews, one participated and successfully passed the oral interviews.

Three of the candidates were male and two were female. Five were White/Caucasian. The interview panel consisted of OPD Officer Aaron Ficek, OPD Sergeant Ryan Hirotaka, and Joy Gerchak, Intercity Transit Manager.

One candidate passed the phase 1 suitability assessment and the oral interview and has been placed on the register in accordance with a score of 82.5.

Commission Soule moved, seconded by Chair Villegas Bremer, to approve the register. The motion carried as follows:

Aye: 2 - Chair Villegas Bremer and Commissioner Soule

Excused: 1 - Commissioner Callner

6. REPORTS - NONE

7. OTHER TOPICS - NONE

8. ADJOURNMENT

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