



Meeting Minutes

Civil Service Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Nicole Camus
360.753.8213

Tuesday, September 17, 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: 3 - Chair Linda Villegas Bremer, Commissioner Reiko Callner and
Commissioner Oscar Soule

OTHERS PRESENT

Olympia Fire Assistant Chief Mike Buchanan
Human Resources Senior Analyst Nicole Camus
Olympia Police Sergeant Dan Duncan

2. APPROVAL OF AGENDA

Ms. Camus requested to add two agenda items, approval of provisional entry level police officer register and approval of provisional lateral police officer register.

The agenda was approved as amended.

3. PUBLIC COMMENT - None

4. ANNOUNCEMENTS

4.A [19-0848](#) Announcement of Fire Paramedic Lieutenant promotional exam

Mr. Buchanan reported Paramedic Mark Stewart has announced his retirement. A paramedic lieutenant promotional test and assessment center has been scheduled for early 2020. Additional details on the process will be brought to the Civil Service Commission as they develop.

The report was received.

5. BUSINESS ITEMS

5.A [19-0847](#) Approval of August 15th, 2019 Civil Service Commission Meeting Minutes

The minutes were approved.

5.B [19-0855](#) Approval of Promotional Firefighter/Paramedic Register

Mr. Buchanan reported Firefighter Reid Hamblet has successfully completed the education, training, and certification requirements to meet the firefighter/paramedic classification qualifications and requested the approval of the promotional register.

Commissioner Callner moved, seconded by Commissioner Soule, to approve the firefighter/paramedic promotional register. The motion carried as follows:

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

5.C [19-0849](#) Lateral Police Officer Minimum Qualification Change

Ms. Camus requested the "academy graduate" designation of the lateral police officer position be eliminated to more accurately reflect the level of training and experience necessary for a lateral officer to be successful.

Commissioner Callner moved, seconded by Commissioner Soule, to approve the change to the lateral police officer minimum qualifications.

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

5.D [19-0856](#) Removal of Names from Entry Level Police Officer Register

The information was received.

5.E [19-0854](#) Approval of Entry Level Police Officer Register

The information was received.

5.F [19-1178](#) ADDED AT MEETING - Approval of Provisional Lateral Police Officer Register

Ms. Camus requested a provisional lateral police officer register be approved from an oral board the day prior. The final register will be brought to the next meeting for final approval.

Commissioner Callner moved, seconded by Commissioner Soule, to approve the provisional lateral police officer register. The motion carried as follows:

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

5.G [19-1177](#) ADDED AT THE MEETING - Approval of Provisional Entry Level Police Officer Register

Ms. Camus requested a provisional entry level police officer register be approved from an oral board the day prior. The final register will be brought to the next meeting for final approval.

Commissioner Callner moved, seconded by Commissioner Soule, to approve the provisional entry level police officer register. The motion carried as follows:

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

6. REPORTS - NONE

7. OTHER TOPICS - NONE

8. ADJOURNMENT

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