



# Meeting Minutes

## Civil Service Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Nicole Camus  
360.753.8213

---

**Tuesday, January 19, 2021**

**8:30 AM**

---

**Register to attend: [https://us02web.zoom.us/j/89900485608?](https://us02web.zoom.us/j/89900485608?pwd=a3ZZL082TmNpeDJ0NmNjY1BIYzIPdz09)  
[pwd=a3ZZL082TmNpeDJ0NmNjY1BIYzIPdz09](https://us02web.zoom.us/j/89900485608?pwd=a3ZZL082TmNpeDJ0NmNjY1BIYzIPdz09)**

**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**

Senior Human Resources Analyst Nicole Camus  
Fire Chief Mark John  
Deputy Fire Chief Ron Stocking  
Assistant Fire Chief Mike Buchanan

**2. APPROVAL OF AGENDA**

The agenda was approved.

**3. APPROVAL OF MINUTES**

- 3.A** [20-1052](#) Approval of October 20, 2020 Civil Service Commission Meeting  
Minutes

The minutes were approved.

**4. PUBLIC COMMENT - NONE**

**5. ANNOUNCEMENTS**

Nicole Camus announced the City started it's recruitment of a new Police Chief.

**6. BUSINESS ITEMS**

- 6.A** [21-0095](#) OFD Fire Lieutenant Testing Process

Assistant Chief Buchanan announced the Department anticipates at least one vacancy for Fire Lieutenant in 2021. The Department contracted with Public Safety Testing to conduct the testing, which will be completed in April, 2021. The elements of the test will include: a written exam, tactical exercise, oral presentation, role playing exercise, administrative scenarios, and work performance rating. The minimum passing score for the dimensions evaluated is 70%, and the register rank will be determined by the assessment center percentage.

Chair Villegas Bremer requested information about how Public Safety Testing has changed it's processes to encourage diversity.

**Commissioner Soule moved, seconded by Commissioner Callner, to approve the Fire Lieutenant Testing Process. The motion carried as follows:**

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

## **7. REPORTS**

Commissioner Callner reported she joined the Ad Hoc Committee on Public Safety. Topics of conversation included objectives and scope of the Committee's work.

Commissioner Soule expressed his desire to continue to work with the City's Equity and Inclusion Coordinator, Olivia Salazar de Breaux. He would like to invite her to attend future Civil Service Commission meetings and discuss how the Commission can support her work and hear her perspective on the work the Commission is doing.

## **8. OTHER TOPICS - NONE**

## **9. ADJOURNMENT**

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