

**TUMWATER CIVIL SERVICE COMMISSION
MINUTES OF MEETING
November 8, 2018 Page 1**

CONVENE: 5:39 p.m.

PRESENT: Chair Eric Trimble and Commissioner Maggie Bean.

Excused: Commissioner Simon Tee.

Staff: Chief Examiner Heidi Behrends Cerniwey, Fire Chief Scott LaVielle, Police Chief Jon Weiks, and Recording Secretary Valerie Gow.

**APPROVAL OF
MINUTES – OCTOBER
11, 2018:**

MOTION: **Commissioner Bean moved, seconded by Chair Trimble, to approve the minutes of October 11, 2018 as published. Motion carried unanimously.**

**STATUS OF
ELIGIBILITY LISTS:** Examiner Behrends Cerniwey reviewed the status of the eligibility lists. The Fire Lieutenant Promotional list expires at the end of November. Staff anticipates a need to establish a new list next year.

**APPROVAL OF
MODIFIED
ELIGIBILITY LIST:
LATERAL POLICE
OFFICER:** Examiner Behrends Cerniwey reported the City received four applications for lateral police officer. Applicant scores on based on the applicant's experience. Each applicant completes a form, which is scored. The Police Chief can hire from the top seven names on the list. The proposed list includes 11 names.

MOTION: **Commissioner Bean moved, seconded by Chair Trimble, to approve the Modified Eligibility List: Lateral Police Officer as presented. Motion carried unanimously.**

**APPROVAL OF
MODIFIED
ELIGIBILITY LIST:
CERTIFIED POLICE
OFFICER:** Examiner Behrends Cerniwey reported the City received one application. The proposed list contains three names. The scoring for the Certified Police list is the candidate's academy score.

MOTION: **Commissioner Bean moved, seconded by Chair Trimble, to approve the Modified Eligibility List: Certified Police Officer as presented. Motion carried unanimously.**

**UPDATES AND
SCHEDULING:** Examiner Behrends Cerniwey said the next meeting is scheduled on December 13, 2018. The tentative agenda includes a briefing on modifications to the entry level firefighter hiring process.

Police Chief Weiks reported on the resignation of an officer with the

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department for 11 years. The officer transferred to the Gig Harbor Police Department as the officer resides in Gig Harbor. The lateral police officer recently hired from Colorado resigned during the field training program. The department has hired a new entry level police officer who begins on November 17, 2018 to enable the employee to complete his college degree. Currently, the department has seven police officer openings. Two officers are currently attending the police academy with graduations scheduled on November 30 2018 and March 2019. The department is processing one active background investigation.

Commissioner Bean inquired about the status of the slots available at the police academy. Police Chief Weiks said the academy received some additional funds to enable more enrollments.

Police Chief Weiks commented on difficulties surrounding competition between police departments to attract viable candidates. .

Chair Trimble asked about the rule that enables an experienced officer to return to the department without testing within a specific timeframe. Police Chief Weiks said he believes the timeframe is two years. However, if an officer has left the department for more than six months, department policy requires a new polygraph test.

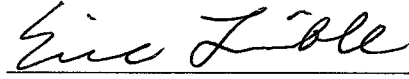
Fire Chief LaVielle reported one firefighter is scheduled to graduate from the Bates Fire Academy on November 27, 2018. The firefighter is at the top of the class. The department is using a temporary fire engine loaned from the Olympia Fire Department. The department's engine is undergoing repairs.

The Fire Department has completed approximately half of the fire regionalization study. The study is exploring the feasibility of consolidating fire departments that could include Olympia, East Olympia, Lacey, West Thurston Regional Fire Authority, Black Lake, and Tumwater Fire Department or any other combination of departments. The first phase of the study was a document process by each agency. The study is exploring whether regionalization could provide the same level of service while achieving some savings. Voters would be asked to approve a benefit service charge to fund a new regional agency. The study is also exploring different scenarios. The next phase includes interviews of each agency's human resources, finance, fire prevention division, building officials, fire administration, and training to validate the information. A preliminary report is anticipated to be available in January 2019. Tumwater is funding the study. All departments are supporting the study.

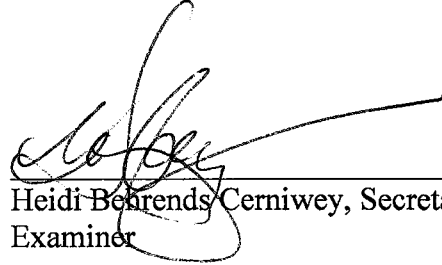
ADJOURNMENT: Commissioner Bean moved, seconded by Chair Trimble, to

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adjourn the meeting at 5:55 p.m.. Motion carried unanimously.



Eric Trimble, Chair



Heidi Behrends Cerniwey, Secretary/Chief Examiner

Prepared by Puget Sound Meeting Services, psmsoly@earthlink.net