



## **Civil Service Commission Meeting Agenda**

**February 1, 2018 at 4:00 p.m.**

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**I. CALL TO ORDER AND FLAG SALUTE**

**II. ROLL CALL**

**III. APPROVAL OF THE AGENDA**

**IV. CONSENT**

Meeting minutes of January 4, 2018

**V. OLD BUSINESS**

A. Proposed changes to Civil Service Rules and Regulations

**VI. NEW BUSINESS**

A. Police Department Report

1. Personnel actions
2. Recruitment
3. Request the Commission extend the Police Sergeant Eligibility List for a period of six months

B. Fire Department Report

1. Personnel actions
2. Recruitment

**VII. OTHER BUSINESS**

**VIII. VISITORS**

Anyone wishing to speak on any matter not appearing on the agenda may do so at this time. The amount of time available to each speaker and the number of speakers is limited. Public comment on agenda items will be taken when the item is considered.

**IX. ADJOURNMENT**

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## Civil Service Commission Meeting Minutes

**January 4, 2018**

### **CALL TO ORDER**

Commission member McNulty called the meeting to order at 4:00 p.m. and led the flag salute.

### **ROLL CALL**

Commission members present: Commission member McNulty and Commission member Forst.

Staff present: Management Services Director Edin, Fire Chief Alexander, Police Chief Kang, and Human Resources Manager and Civil Service Secretary/Chief Examiner Good.

### **APPROVAL OF THE AGENDA**

Motion: Approve the agenda for the January 4, 2018 meeting  
Made by: Commission member Forst  
Second: Commission member McNulty  
Action: Approved unanimously

### **CONSENT**

Motion: Approve the minutes of the December 7, 2017 meeting  
Made by: Commission member Forst  
Second: Commission member McNulty  
Action: Approved by unanimously

### **OLD BUSINESS**

- A. Proposed changes to Civil Service Rules and Regulations  
Discussion regarding proposed changes. Chief Alexander will send proposed changes to City Attorney's office for review.
- B. Vacant Civil Service Commission member position  
HR Manager Good advised that the Mayor will announce her appointment at the February 5<sup>th</sup> City Council meeting.

### **NEW BUSINESS**

- A. Election of Civil Service Commission Chairperson  
Item tabled until the March meeting when new Commission member has been appointed and is in attendance.
- B. Police Department Report
  - 1. Personnel actions
  - 2. Recruitment

Chief Kang reported that Sgt. Dillon has retired; there are two vacancies; and there are two candidates in the background process – one entry level candidate and one lateral candidate. He also reported that two more officers may be leaving employment.

C. Fire Department Report

1. Personnel actions
2. Recruitment

Chief Alexander reported that two Firefighter/Paramedics are in the background process – one entry level candidate and one lateral candidate – and they’re expected to start work on March 1<sup>st</sup>. He also reported that testing for Firefighter/EMTs is tentatively scheduled for February 14<sup>th</sup> and 15<sup>th</sup>, for up to 16 candidates.

**OTHER BUSINESS**

None.

**PUBLIC COMMENTS**

None.

**ADJOURNMENT**

Motion: To adjourn the meeting  
Made by: Commission member Forst  
Second: Commission member McNulty  
Action: Approved unanimously

The meeting was adjourned at 4:14 p.m.

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Prepared by:

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Julie Good  
Secretary/Chief Examiner  
Human Resources Manager

Approved by:

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LeRoy McNulty  
Member, Civil Service Commission

**MUKILTEO CIVIL SERVICE COMMISSION**

**CERTIFIED - POLICE SERGEANT ELIGIBILITY LIST**

**As of 8/17/2017**

<b>CANDIDATE</b>	<b>FINAL RANKING</b>	<b>STATUS</b>
Jeremy Ballinger	1	
Andy Illyn	2	
Joe Evans	3	
Tony Falso	4	
John Ernst	5	
Myron Travis	6	

This list was legally prepared and represents the relative rating of the names appearing hereon, to remain in effect six months, and may be extended by action of the Civil Service Commission for additional periods of six months up to a total of extension of not more than two additional years (Civil Service Commission Rule IX, Section 2). By rule, the Commission shall certify the names of the three persons highest on the eligibility list who are willing to accept an appointment. Where more than one vacant position is to be filled, the Commission shall certify, from those highest on the list, three times the number of persons necessary to fill the vacant positions and the Appointing Authority shall appoint accordingly (Rule X, Section 1).

Effective Date: August 17, 2017

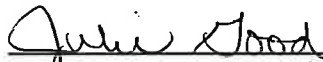
Expiration Date: February 16, 2018

Expiration Date: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

BY:



Julie Good, Secretary/Chief Examiner

APPROVED BY:

MUKILTEO CIVIL SERVICE COMMISSION:



Steve Throckmorton, Commissioner



Jeff Bohnet, Commissioner



Linda Forst, Commissioner