



CIVIL SERVICE COMMISSION

Meeting Minutes

City Hall, 11930 Cyrus Way

March 27, 2014 – 6:00 PM

Commission Members Present: <input checked="" type="checkbox"/> Jim Rand, Chair <input checked="" type="checkbox"/> Jeff Bohnet <input checked="" type="checkbox"/> Steve Throckmorton <input checked="" type="checkbox"/> Nancy Passovoy, Civil Service Secretary/ Chief Examiner	Guests Present: Rex Caldwell, Interim City Administrator Chuck Macklin, Acting Police Chief Mike Springer, Fire Chief Scott Snyder, Odgen Murphy Wallace	Guests Present: Captain Dan Harbeck, MFD Jeff Shields, MFD
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Agenda Items	Actions & Discussion
Call to Order	Civil Service Commission Chair Jim Rand called the meeting to order at 6:03pm.
Minutes	<p>Minutes of the February 6, 2014 meeting were read by Secretary Nancy Passovoy. <u>Motion:</u> To accept the Minutes as read and amended. <u>Motion by:</u> Bohnet <u>Seconded by:</u> Throckmorton <u>Action:</u> PASS 3-0 <u>Vote:</u> Unanimous</p> <p>Minutes of the August 7, 2013 meeting were read by Secretary Nancy Passovoy. <u>Motion:</u> To accept the Minutes as read. <u>Motion by:</u> Throckmorton <u>Seconded by:</u> Bohnet <u>Action:</u> PASS 3-0 <u>Vote:</u> Unanimous</p>
New Business	<p>1. Hearing Request from Firefighter/Paramedic Applicant Applicant Travis Potter is requesting a Civil Service Commission hearing as a result of a recent background test. The Commissioners scheduled 6:00 PM on April 24, 2014 at Fire Station #25 for the hearing. Secretary Passovoy was instructed to contact applicant Potter to confirm the hearing date and his participation.</p> <p>2. Certification of an Entry Police Officer Eligibility List (Chief Macklin) 27 entry police officer candidates completed oral boards March 25-27, 2014. 24 names are to be placed on an eligibility list to be certified by the Commission. <u>Motion:</u> To certify an eligibility list of 24 entry police officer candidates. <u>Motion by:</u> Throckmorton <u>Seconded by:</u> Bohnet <u>Action:</u> PASS 3-0 <u>Vote:</u> Unanimous</p> <p>3. Certification of a Lateral Police Officer Eligibility List (Chief Macklin) 9 Lateral police officer candidates completed oral boards February 13 or March 25-27, 2014. 8 names are to be placed on an eligibility list to be certified by the Commission. <u>Motion:</u> To certify an eligibility list of 98 lateral police officer candidates. <u>Motion by:</u> Bohnet <u>Seconded by:</u> Throckmorton</p>

	Action: PASS 3-0 Vote: Unanimous
Old Business	1. Civil Service Commission Rules and Regulation Revisions Attorney Snyder led the discussion to review the most recent revisions to the Rules & Regulations. Commissioner Throckmorton requested more time to review Rule VII, Section 9 Captain Qualifications. Attorney Snyder will draft a revised Rule VIII, Section 3e. Lateral Examinations as well as an MOU for the Law Enforcement Support and Office-Clerical-Technical unions for clerical, non-uniformed and non-fully commissioned officers entry into Civil Service. After Secretary Passovoy revises the draft (v4) per the discussion, (v5) will be sent to IAFF for their input. Any revisions from the unions will be reviewed by the Commission at the next regularly scheduled meeting and go to City Council for approval.
Reports & Communications	1. Next meeting is scheduled for 6:00 PM Thursday, April 17, 2014 at Mukilteo City Hall.
Adjourn	Chair Jim Rand adjourned the meeting at 8:07PM.

Note: These minutes are excerpts from the Civil Service Commission proceedings.

Respectfully submitted,

Nancy Passovoy
 Civil Service Secretary/Chief Examiner