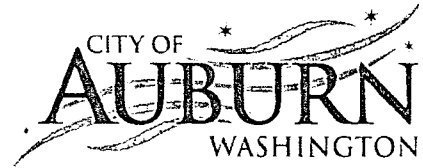


CIVIL SERVICE COMMISSION

Meeting Minutes



DATE/LOCATION: October 10, 2017, at 3:30 pm
Auburn City Hall – 2nd Floor, Conference Room #3
25 West Main Street, Auburn, WA 98001

MEMBERS PRESENT: Terry Hurlbut, Chairman; Jim Kelly, Chairman Pro Tem; Heidi Harris, Member

STAFF PRESENT: Bob Lee, Police Chief; Jessica Leiser, Assistant City Attorney; Janelle Tarasewicz, HR Manager; Julie Balza, HR Coordinator/Civil Service Examiner

- I. **CALL TO ORDER:** Chairman Hurlbut called the meeting to order at 3:32 pm.
- II. **APPROVAL MINUTES:** Approval of Septmeber 12, 2017 Civil Service Commission meeting minutes.

FIRST:	Kelly	SECOND:	Harris	CONCUR:	Hurlbut	APPROVED
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- III. **ENTRY LEVEL POLICE OFFICER:** Review and approval of the Entry Level Police Officer eligibility list.

FIRST:	Kelly	SECOND:	Harris	CONCUR:	Hurlbut	APPROVED
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- IV. **POLICE SERVICE SPECIALIST:** Review and approval of the Police Service Specialist eligibility list.

FIRST:	Kelly	SECOND:	Harris	CONCUR:	Hurlbut	APPROVED
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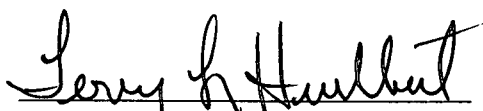
- V. **UPDATES/NEW BUSINESS:**

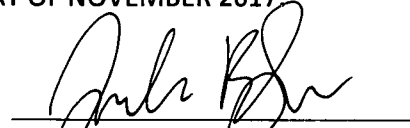
- a. Janelle presented statistics from our recent changes to the Entry Level Police Officer interview process. We are seeing a higher interview success rate with the new process, compared to years prior. We plan to continue tracking diversity throughout our hiring process to measure the success of our programs, as well as look for areas for improvement.

- VI. **ADJOURN:** The meeting adjourned at approximately 3:46 p.m.

FIRST:	Kelly	SECOND:	Harris	CONCUR:	Hurlbut	APPROVED
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APPROVED THE 14TH DAY OF NOVEMBER 2017:


Terry Hurlbut, Chairman


Julie Balza, Civil Service Examiner

CIVIL SERVICE COMMISSION

Terry Hurlbut, Chairman
Jim Kelly, Chairman Pro Tem
Heidi Harris, Member

CIVIL SERVICE STAFF

Julie Balza, Chief Examiner
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c: Nancy Backus, Mayor
Rob Roscoe, Director of HR/Risk Mgmt
Dani Daskam, City Clerk

Bob Lee, Chief of Police
Bill Pierson, Assistant Chief of Police
Francesca Nix, Police Guild

Dan Heid, City Attorney
Doug Ruth, Assistant City Attorney