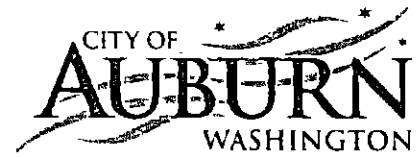


# CIVIL SERVICE COMMISSION

## Meeting Minutes



**DATE/LOCATION:** May 10, 2016, at 3.30 pm  
Auburn City Hall – 2<sup>nd</sup> Floor, Conference Room #3  
25 West Main Street, Auburn, WA 98001

**MEMBERS PRESENT** Terry Hurlbut, Chairman; Heidi Harris, Member

**STAFF PRESENT** Bob Lee, Police Chief; Jessica Leiser, Assistant City Attorney; Julie Balza, HR Coordinator/Civil Service Examiner Pro Tem

I. **CALL TO ORDER:** Chairman Hurlbut called the meeting to order at 3.31 pm.

II. **APPROVAL MINUTES:** Approval of April 12, 2016 Civil Service Commission meeting minutes.

|              |        |                |  |                |         |                 |
|--------------|--------|----------------|--|----------------|---------|-----------------|
| <i>FIRST</i> | Harris | <i>SECOND:</i> |  | <i>CONCUR:</i> | Hurlbut | <b>APPROVED</b> |
|--------------|--------|----------------|--|----------------|---------|-----------------|

III. **ENTRY LEVEL POLICE OFFICER:** Review and approval of the Entry Level Police Officer eligibility list.

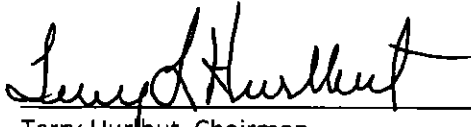
|              |        |                |  |                |         |                 |
|--------------|--------|----------------|--|----------------|---------|-----------------|
| <i>FIRST</i> | Harris | <i>SECOND:</i> |  | <i>CONCUR:</i> | Hurlbut | <b>APPROVED</b> |
|--------------|--------|----------------|--|----------------|---------|-----------------|

IV **UPDATES/NEW BUSINESS.** Julie informed the commission that the education credit of 5% added onto a passing interview score for those candidates who have earned a bachelor's degree in a related field has been reinstated. This changed the ranking of the current eligibility list but does not effect those hired in the past few months since it was removed in September 2015. Julie also informed the commision that due to the quality of applicants, we are increasing the minimum passing interview score from 70% to 75%. Chief Lee informed the panel of James Hopper's recent promotion to sergeant and updated them on our number of total vacancies (4).

V **ADJOURN:** The meeting adjourned at approximately 3.38 p.m.

|              |        |                |  |                |         |                 |
|--------------|--------|----------------|--|----------------|---------|-----------------|
| <i>FIRST</i> | Harris | <i>SECOND:</i> |  | <i>CONCUR:</i> | Hurlbut | <b>APPROVED</b> |
|--------------|--------|----------------|--|----------------|---------|-----------------|

APPROVED THE 14TH DAY OF JUNE 2015:

  
Terry Hurlbut, Chairman

  
Janelle Tarasewicz, Civil Service Examiner

### CIVIL SERVICE COMMISSION

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

### CIVIL SERVICE STAFF

Janelle Tarasewicz, Chief Examiner  
P 253-931-3070 | F 253-288-4305  
jtarasewicz@auburnwa.gov

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  
Doug Faini, Police Guild

Dan Heid, City Attorney  
Doug Ruth, Assistant City Attorney