CIVIL SERVICE COMMISSION

Meeting Minutes

CITY OF AUBURN WASHINGTON

DATE/LOCATION: April 11, 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

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

I. **CALL TO ORDER:** Chairman Hurlbut called the meeting to order at 3:33 pm.

II. **APPROVAL MINUTES:** Approval of the March 14, 2017 Civil Service Commission meeting minutes.

FIRST:	Kelly	*SECOND:*	-	*CONCUR:*	Hurlbut	***APPROVED***

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

FIRST:	Kelly	*SECOND:*	-	*CONCUR:*	Hurlbut	***APPROVED***

IV. **2017 SERGEANT PROMOTIONAL:** Review and Approval of the 2017 Sergeant Promotional Exam & Announcement.

FIRST:	Kelly	*SECOND:*	-	*CONCUR:*	Hurlbut	***APPROVED***

V. **CANDIDATE APPEAL – Anthony Atterberry:** No action required. Review of the candidate appeal from Anthony Atterberry. The Commission agreed that Atterberry has until the end of the day on April 12, 2017 to respond.

VI. **UPDATES/NEW BUSINESS:**

a. Chief Lee informed the Commission that there were two promotions in March. Sergeant O'Neil was promoted to Commander on March 16th and Officer Byers was promoted to Sergeant on March 27th.

VII. **ADJOURN:** The meeting adjourned at approximately 3:41 p.m.

FIRST:	Kelly	*SECOND:*	-	*CONCUR:*	Hurlbut	***APPROVED***

APPROVED THE 9TH DAY OF MAY 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
P 253-876-1983 | F 253-288-4305
jbalza@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
Francesca Nix, Police Guild
Dan Heid, City Attorney
Jessica Leiser, Assistant City Attorney