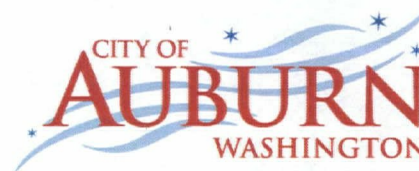


CIVIL SERVICE COMMISSION

Meeting Minutes



DATE/LOCATION: April 9, 2019, at 3:30 pm
Auburn City Hall – 2nd Floor, Conference Room #3
25 West Main Street, Auburn, WA 98001

MEMBERS PRESENT: Heidi Harris, Chairman; Stan Adamski, Member

STAFF PRESENT: Bill Pierson, Police Chief; Kendra Comeau, Assistant City Attorney; Julie Balza, HR Coordinator/Civil Service Examiner

I. **CALL TO ORDER:** Chairman Harris called the meeting to order at 3:32 pm.

II. **APPROVAL MINUTES:** Approval of March 12, 2019 Civil Service Commission meeting minutes.

<i>FIRST:</i>	Adamski	<i>SECOND:</i>	-	<i>CONCUR:</i>	Harris	APPROVED
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III. **ENTRY LEVEL POLICE OFFICER:** Review and approval of the Entry Level Police Officer eligibility list.
(Completed Public Safety Testing prior to December 31, 2018)

<i>FIRST:</i>	Adamski	<i>SECOND:</i>	-	<i>CONCUR:</i>	Harris	APPROVED
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IV. **ENTRY LEVEL POLICE OFFICER:** Review and approval of the Entry Level Police Officer eligibility list.
(Completed Public Safety Testing after January 1, 2019)

<i>FIRST:</i>	Adamski	<i>SECOND:</i>	-	<i>CONCUR:</i>	Harris	APPROVED
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V. **POLICE SERVICES SPECIALIST:** Review and approval of the Police Services Specialist eligibility list.

<i>FIRST:</i>	Adamski	<i>SECOND:</i>	-	<i>CONCUR:</i>	Harris	APPROVED
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VI. **UPDATES/NEW BUSINESS:**

- 2019 Sergeant's Exam Announcement* - Julie will be announcing the 2019 Sergeant's Exam on April 10, 2019.
- Harrison Assessment* - We will be adding the Harrison Assessment to our background process for Civil Service positions. This assessment measures behavioral tendencies and work preferences. These reports will be used for informational purposes only.
- Chief Pierson updated the Commission on our current hiring, noting that we have 4 vacancies at this time.

CIVIL SERVICE COMMISSION

Heidi Harris, Chairman
David Menke, Member
Stan Adamski, Member

CIVIL SERVICE STAFF

Julie Balza, Chief Examiner
P 253-876-1983 | F 253-288-4305
jbalza@auburnwa.gov

c: Nancy Backus, Mayor
Candis Martinson, Director of HR/Risk Mgmt
Shawn Campbell, City Clerk

Bill Pierson, Chief of Police
Mark Caillier, Asst Police Chief
Matt Wilkinson, Police Guild

Steve Gross, City Attorney
Kendra Comeau, Assistant City Attorney

VII. **ADJOURN:** The meeting adjourned at approximately 3:36 p.m.

<i>FIRST:</i>	Harris	<i>SECOND:</i>	-	<i>CONCUR:</i>	Adamski	APPROVED
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APPROVED THE 14th DAY OF MAY 2019:



Heidi Harris, Chairman



Julie Balza, Civil Service Examiner

CIVIL SERVICE COMMISSION

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