CIVIL SERVICE COMMISSION MEETING

Meeting Minutes of January 13, 2015

The regularly scheduled meeting of the Civil Service Commission was held on January 13, 2015, in Conference Room 3 located on the Second floor of 25 West Main Street, Auburn, WA. The following members were in attendance.

MEMBERS PRESENT	Chairman Gene Cerino, Chairman Pro Tem Roger Thordarson and Member Terry Hurlbut.
STAFF PRESENT	Chief of Police Bob Lee, City Attorney Dan Heid, Employment Manager Janelle Tarasewicz, and Civil Service Examiner Pro Tem Terry Mendoza.
ABSENT	Assistant City Attorney Doug Ruth

ACTION:

Chairman Cerino called the meeting to order at 3.34 pm.

Approval of the December 9, 2014 Civil Service Commission meeting minutes:

- Motion to approve meeting minutes made by Member Hurlbut. Second by Chairman Pro Tem Thordarson. Chairman Cerino concurred. Motion approved.

Approval of the Lateral Police Officer Eligibility List.

- Motion to approve the Lateral eligibility list by Member Hurlbut. Second by Chairman Pro Tem Thordarson. Chairman Cerino concurred. Motion approved.

Approval of the Entry Level Police Officer Eligibility List.

- Motion to approve the Entry Level eligibility list made by Chairman Pro Tem Thordarson. Second by Member Hurlbut. Chairman Cerino concurred. Motion approved

Approval of the Police Services Specialist Eligibility List.

- Motion to approve the Police Services Specialist eligibility list made by Member Hurlbut. Second by Chairman Pro Tem Thordarson. Chairman Cerino concurred. Motion approved.

UPDATES/NEW BUSINESS:

Employment Manager Tarasewicz reported that the Police Services Specialist job has been posted based on the current job description. If approved, the updated version of the job description will be provided to candidates that are invited to an oral board interview

Approval of the updated Police Services Specialist job description.

- Motion to approve the updates made by Member Hurlbut. Second by Chairman Pro Tem Thordarson. Chairman Cerino concurred. Motion approved.

Employment Manager Tarasewicz provided information to the Commission regarding the employment status of a recently hired entry police officer New information relating to the officer's background investigation was discovered after the officer was hired and, as such, the officer is being terminated due to being found unfit for police work.

- Committee discussion followed and consent for the termination was unanimous. Motion made by Member Hurlbut. Second by Chairman Pro Tem Thordarson. Chairman Cerino concurred.

ADJOURNMENT:

There being no further business to come before the Commission, the meeting adjourned at 3:45 p.m.

APPROVED THE 10th DAY OF FEBRUARY 2015.

Gene Cerino, Chairman

Terry Mendoza, Civil Service Examiner Pro Tem

CIVIL SERVICE COMMISSION

GENE CERINO, CHAIRMAN - ROGER THORDARSON, CHAIRMAN PRO TEM – TERRY HURLBUT, MEMBER

cc: Nancy Backus, Mayor
Bob Lee, Chief of Police
Bill Pierson, Assistant Chief of Police
Dan Heid, City Attorney
Rob Roscoe, Director of HR/Risk Mgmt
Doug Ruth, Assistant City Attorney
Dani Daskam, City Clerk
Doug Faini, Police Guild