



**Civil Service Commission  
Regular Meeting  
June 10, 2025 - 3:30 PM  
City Hall 2nd Floor  
Conference Room 3**

**AGENDA**

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**CALL TO ORDER**

**PUBLIC PARTICIPATION**

- A. The Civil Service Commission Meeting scheduled for Tuesday, June 10, 2025, at 3:30 p.m. will be held in person and virtually.

Virtual Participation Link:

To listen to the meeting by phone or Zoom, please call the number below or click the link:

Telephone: (253) 215-8782

Toll Free: (305) 224-1968

Zoom: <https://zoom.us/j/97383906748>

**AGENDA MODIFICATIONS**

**AUDIENCE PARTICIPATION**

This is the place on the agenda where the public is invited to speak to the Board on any issue.

- A. The public can participate in-person or submit written comments in advance. Participants can submit written comments via mail, fax, or email. All written comments must be received prior to 5:00 p.m. on the day before the scheduled meeting and must be 350 words or less.

Please mail written comments to:

City of Auburn

Attn: Terry Mendoza, Human Resources Analyst

25 W Main St

Auburn, WA 98001

Please fax written comments to:

Attn: Terry Mendoza, Human Resources Analyst

Fax number: 253-288-4305

Email written comments to: [tmendoza@auburnwa.gov](mailto:tmendoza@auburnwa.gov)

If an individual requires accommodation to allow for remote oral comment because of a difficulty attending a meeting of the governing body, the City requests notice of the need for accommodation by 5:00 p.m. on the day before the scheduled meeting. Participants can request accommodation to be able to provide a remote oral comment by contacting the Human Resources Department in person, by phone 253-931-3040, or by email ([tmendoza@auburnwa.gov](mailto:tmendoza@auburnwa.gov)).

**APPROVAL OF MINUTES**

- A. Approval of the April 8, 2025, Civil Service Commission Meeting Minutes

## **DISCUSSION ITEMS**

### **ACTION ITEMS**

- A. Approval of the Commander Promotional Eligibility List
- B. Approval of the Entry Level Police Officer Eligibility List
- C. Approval of the Police Services Specialist Eligibility List
- D. Approval of the Animal Control Officer Eligibility List

### **NEW BUSINESS**

### **ADJOURNMENT**

Agendas and minutes are available to the public at the City Clerk's Office and on the City website (<http://www.auburnwa.gov>).



**AGENDA BILL APPROVAL FORM**

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**Agenda Subject:**

Approval of the April 8, 2025, Civil Service Commission Meeting Minutes

**Meeting Date:**

June 10, 2025

**Department:**

Human Resources and Risk  
Management

**Attachments:**

CS Commission Minutes 4-8-25

**Budget Impact:**

**Administrative Recommendation:**

**Background for Motion:**

**Background Summary:**

**Councilmember:**

**Staff:**



**Civil Service Commission  
Regular Meeting  
April 8, 2025 - 3:30 PM  
City Hall 2nd Floor  
Conference Room 3**

**AMENDED**

**MINUTES**

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### **CALL TO ORDER**

Chair Pro Tem David Boyd called the meeting to order at 3:33 p.m.

Present on the Zoom call was Member John Boatman, Chief of Police Mark Caillier, and Assistant Chief of Police Sam Betz. Also included on the Zoom call and in person (Conference room 3, City Hall) was Chief Examiner Terry Mendoza.

Chair David Menke was excused.

### **PUBLIC PARTICIPATION**

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Examiner Mendoza reported that there was no public participation in the meeting, either virtually or in person.

### **AGENDA MODIFICATIONS**

There were no agenda modifications.

### **AUDIENCE PARTICIPATION**

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Examiner Mendoza reported that there was no correspondence received from the public for this meeting.

## **APPROVAL OF MINUTES**

### **A. Approval of the March 11, 2025, Civil Service Commission Meeting Minutes**

Motion by Member Boatman to approve the minutes as published. Second by Chair Pro Tem Boyd.

MOTION PASSED UNANIMOUSLY. 2-0

## **ACTION ITEMS**

### **A. Approval of the March 27, 2025, Police Sergeant Eligibility List**

Motion by Member Boatman to approve the Police Sergeant Eligibility list. Second by Chair Pro Tem Boyd.

MOTION PASSED UNANIMOUSLY. 2-0

### **B. Approval of the Entry Level Police Officer Eligibility List**

Motion by Member Boatman to approve the Entry Level Police Officer Eligibility list. Second by Chair Pro Tem Boyd.

MOTION PASSED UNANIMOUSLY. 2-0

### **C. Approval of the Lateral Police Officer Eligibility List**

Motion by Member Boatman to approve the Lateral Police Officer Eligibility list. Second by Chair Pro Tem Boyd.

MOTION PASSED UNANIMOUSLY. 2-0

**NEW BUSINESS**

Chief Caillier and Examiner Mendoza provided an update on recruitment for the Commission.

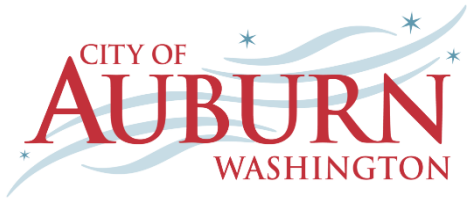
**ADJOURNMENT**

There being no further business to come before the Commission, the meeting was adjourned at 3:39 p.m.

APPROVED this 13th day of May 2025.

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David Menke, Chairman

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Terry Mendoza, Civil Service Examiner



**AGENDA BILL APPROVAL FORM**

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**Agenda Subject:**

Approval of the Commander Promotional Eligibility List

**Meeting Date:**

June 10, 2025

**Department:**

Human Resources and Risk  
Management

**Attachments:**

for CS Commission\_Commander  
Elig List 2025

**Budget Impact:**

**Administrative Recommendation:**

**Background for Motion:**

**Background Summary:**

**Councilmember:**

**Staff:**

April 29, 2025

Rank	Name
1	Frith, James
2	Blake, Jason
3	Anderson Jr., Brian

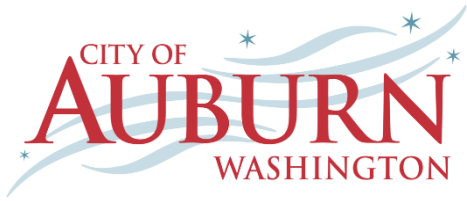
*The promotional eligibility list will expire on April 28, 2026.*

*The list can be extended for one additional year (through April 28, 2027).*

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*DAVID MENKE, Chair*

*David Menke, Chair  
David Boyd, Chair Pro Tem  
John Boatman, Member  
Terry Mendoza, Chief Civil Service Examiner*



**AGENDA BILL APPROVAL FORM**

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**Agenda Subject:**

Approval of the Entry Level Police Officer Eligibility List

**Meeting Date:**

June 10, 2025

**Department:**

Human Resources and Risk  
Management

**Attachments:**

CSC\_ENTRY Elig List 06-02-25

**Budget Impact:**

**Administrative Recommendation:**

**Background for Motion:**

**Background Summary:**

**Councilmember:**

**Staff:**

June 2, 2025

Entry Level Police Officer Eligibility List -

Rank	Candidate	Total Score	Expiration Date
1	Sincraugh, Ashlee	92.00	4/23/26
2	Reed, Lindsay	86.45	5/22/26
3	Dean, Tyreise	82.87	5/22/26
4	Miller, Jacob	79.67	5/30/26
5	Johnson, Nickolas	79.57	1/24/25
6	Caufield Jr., Gary	79.20	5/22/25
7	Honga, Kaytlynn	78.00	5/30/26
8	Tuita, Leini	77.33	5/9/26
9	Brink, Clinton	76.65	5/22/26
10	Lyon, Matthew	76.00	5/22/26
11	Smits, Jonathan	74.90	5/9/26
12	Ball, Brian	73.00	5/22/26
13	Hammack, Timothy	71.33	5/30/26
14	Robles, Enedina	70.00	2/28/26
14	Coubertier, Christopher	70.00	5/22/26

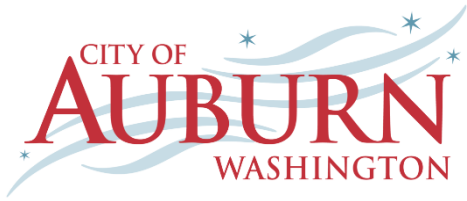
Certified by the Civil Service Commission on June 10, 2025.

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David Menke, Chair

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Terry Mendoza, Chief Civil Service Examiner

**CIVIL SERVICE COMMISSION**

David Menke, Chairman – David Boyd, Chair Pro Tem – John Boatman, Member  
Terry Mendoza, Chief Civil Service Examiner



**AGENDA BILL APPROVAL FORM**

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**Agenda Subject:**

Approval of the Police Services Specialist Eligibility List

**Meeting Date:**

June 10, 2025

**Department:**

Human Resources and Risk  
Management

**Attachments:**

CSC\_PSS Elig List 5-8-25

**Budget Impact:**

**Administrative Recommendation:**

**Background for Motion:**

**Background Summary:**

**Councilmember:**

**Staff:**

May 8, 2025

Police Services Specialist Eligibility List -

Rank	Candidates	Score	Expiration Date (6 months)
1	Judd, Emily	91.33	10/30/25
2	Banks, Ava	90.33	11/7/25
3	Moody, Isabelle	87.33	10/30/25
4	Trombetta, Monique	84.33	10/30/25
5	Bahjat, Jahaan	84.33	10/30/25
6	Wagner, Heather	82.67	11/7/25
7	Crofoot, Georgia	79.00	10/30/25
8	Roberts, Sarah	77.67	11/7/25
9	Marquez, Elena	77.33	10/30/25
10	Rubio, Marina	74.00	11/7/25
11	Blessing, Joshua	70.00	11/7/25

Certified by the Civil Service Commission on May 13, 2025.

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David Menke, Chair

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Terry Mendoza, Chief Civil Service Examiner

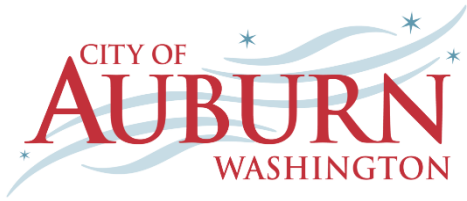
**CIVIL SERVICE COMMISSION**

David Menke, Chairman

David Boyd, Chair Pro Tem

John Boatman, Member

Terry Mendoza, Chief Civil Service Examiner



**AGENDA BILL APPROVAL FORM**

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**Agenda Subject:**

Approval of the Animal Control Officer Eligibility List

**Meeting Date:**

June 10, 2025

**Department:**

Human Resources and Risk  
Management

**Attachments:**

CSC\_ACO Elig List 5-2-25

**Budget Impact:**

**Administrative Recommendation:**

**Background for Motion:**

**Background Summary:**

**Councilmember:**

**Staff:**

May 2, 2025

*Animal Control Officer Eligibility List -*

Rank	Candidates	Score	Expiration Date <i>(6 months)</i>
1	Batris, Adrienne	97.78	11/2/25
2	Grandpre, Rainy	80.28	10/10/25

Certified by the Civil Service Commission on May 13, 2025

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David Menke, Chair

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Terry Mendoza, Chief Civil Service Examiner

**CIVIL SERVICE COMMISSION**

*David Menke, Chairman*

*David Boyd, Chair Pro Tem*

*John Boatman, Member*

*Terry Mendoza, Chief Civil Service Examiner*