

**CITY OF LAKE STEVENS
CIVIL SERVICE MEETING MINUTES**

Wednesday, August 6, 2014

Permit Center Conference Room, 1820 Main Street, Lake Stevens, WA

CALL TO ORDER: 6:02 p.m. by Hal Hupp, Chairperson

COMMISSIONERS PRESENT: Hal Hupp, Chairperson
Jim Palmer

COMMISSIONERS ABSENT: Danny Pitocco

STAFF MEMBERS PRESENT: Chief Examiner, Steven Edin
Police Chief, Dan Lorentzen
Police Commander Dennis Taylor

OTHERS: None

Election of Civil Service Commission Chairperson and Vice-Chairperson for 2014

Chief Examiner Edin reported that the election of a Chairperson and Vice-Chairperson for 2014 should have been done at the first meeting of the year, but was overlooked. Mr. Edin recommended that the Commission appoint a Chair and Vice-Chair at this meeting to comply with Rule 2.02 of the Lake Stevens Civil Service Rules. Commission Hupp recommended that, in the future, we have the election of the Chair and Vice-Chair for the following year at the last meeting of year. Even if there is no business, the Commissions should meet at the end of the year to complete this business. Mr. Edin will put this on the calendar for the end of the year.

MOTION by Commissioner Palmer, seconded by Commissioner Hupp to approve Commissioner Hupp as the Commission Chairperson and Commissioner Palmer as the Vice-Chair for 2014. **MOTION** passed unanimously.

Approval of Civil Service Commission Meeting Minutes Dated March 12, 2014

Commissioner Hupp had one correction to the meeting minutes from March 12, 2014. The header of the minutes should read Wednesday, March 12, 2014, not Wednesday, March 14, 2014.

MOTION by Commissioner Palmer, seconded by Commissioner Hupp to approve the Civil Service Commission meeting minutes dated March 12, 2014, with the correction of the header to read Wednesday, March 12, 2014. **MOTION** passed unanimously.

Approval of the Lateral (Experienced) Police Officer Eligibility List Dated August 6, 2014

Chief Examiner Edin reported that 8 candidates applied for this round of Lateral Police Officer recruitment. Of the 8 candidates, 6 dropped out of the process. Of the 2 remaining candidates, 1 showed up for the interview and passed. The oral board panel attempted to reach the other candidate by Skype, but was not successful.

MOTION by Commissioner Palmer, seconded by Commissioner Hupp to approve the Lateral (Experienced) Police Officer Eligibility List dated August 6, 2014. **MOTION** passed unanimously.

Future Civil Service Commission Meeting Dates

Chief Examiner Edin reported that the City will be doing another Entry-level Police Officer oral board sometime in late August or early September. Therefore, expect another Civil Service Commission meeting soon after.

MEETING ADJOURNED by Commissioner Hupp at 6:11 p.m.

Respectfully Submitted:



Steven R. Edin
Civil Service Secretary/Chief Examiner

Approved By:



Halley/Hupp
Chairperson