

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

Thursday, June 17, 2021

via Zoom

CALL TO ORDER: 4:00 p.m.

COMMISSIONERS PRESENT: Ray Mitchell, Amanda Adamik and Brian McManus

STAFF MEMBERS PRESENT: Police Chief John Dyer, Civil Service Examiner/Secretary Julie Good, City Clerk Kelly Chelin

OTHERS PRESENT: None

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**Call to Order:**

The meeting was called to order at 4:00 p.m.

**Roll Call:**

Ray Mitchell, Amanda Adamik, Brian McManus, Police Chief John Dyer, Civil Service Examiner/Secretary Julie Good

**Oath of Office:**

City Clerk Chelin administered the Oath of Office to Brian McManus as a Civil Service Commission member (filling a vacancy).

City Clerk Chelin exited the meeting after administering the Oath of Office.

**Action Items:**

Approve Minutes of April 22, 2021 Special Meeting: **MOTION** by Ray Mitchell to accept the Minutes of the April 22, 2021 Special Meeting as written. Motion seconded by Amanda Adamik. Motion passed unanimously.

Certify Entry Level Police Officer Eligibility List: Chief Dyer advised there's four vacant positions – one candidate's been given a conditional offer of employment, and he's hoping to get at least two good candidates out of the Entry Level Eligibility List. The vacancies are due to one person going to Marysville, one leaving law enforcement, and two new positions. The Chief is hoping to get a mix of two Entry Level and two Lateral officers.

**MOTION** by Ray Mitchell to approve the Entry Level Police Officer Eligibility List as written. Motion seconded by Amanda Adamik. Motion passed unanimously.

**Discussion Items:**

Chief Dyer provided an update on the new police buildings. The new buildings are approximately three times as large as the old station and are working out well.

Discussion regarding a meeting schedule now that the vacant position is filled. Examiner/Secretary Good will schedule meetings every other month.

Discussion regarding the new position of Interim Deputy Police Chief. The new position supervises the Patrol Commander and support services team.

Commission member McManus provided a brief biography of his employment and involvement in the community.

**Information Items:**

None.

**Adjourn:**

**MOTION** by Ray Mitchell to adjourn the meeting. Motion seconded by Brian McManus. Motion passed unanimously. The meeting was adjourned at 4:16 p.m.

Respectfully Submitted:

A handwritten signature in blue ink, appearing to read "Julie Good", is written over a horizontal line.

Julie Good  
Chief Examiner/Secretary

Approved By:

A handwritten signature in black ink, appearing to read "Ray Mitchell", is written over a horizontal line.

Ray Mitchell  
Chairperson