

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

February 17, 2023

Hybrid meeting via Zoom and in-person at City Hall

CALL TO ORDER: 12:00 p.m. by Vice Chair Joshua Wilson

COMMISSION MEMBERS PRESENT: Joshua Wilson, Ray Mitchell, Brian McManus (12:03 p.m.)

STAFF PRESENT: Deputy Police Chief Jeff Young, Chief Examiner/Secretary Julie Good

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**Action Items:**

**MOTION** by Ray Mitchell to approve Minutes of the February 2, 2023 Civil Service Commission Special Meeting. Motion seconded by Joshua Wilson. Motion passed unanimously by Ray and Joshua.

**MOTION** by Ray Mitchell to certify the Entry Level Police Officer Continuous Testing Eligibility List. Motion seconded by Joshua Wilson. Motion passed unanimously by Ray and Joshua.

**MOTION** by Ray Mitchell to certify the Entry Level-Advanced Police Officer Continuous Testing Eligibility List. Motion seconded by Joshua Wilson. Motion passed unanimously by Ray and Joshua.

**MOTION** by Ray Mitchell to certify the Police Records Specialist Eligibility List. Motion seconded by Brian McManus. Motion passed unanimously by Ray, Brian and Joshua.

**Staffing and Recruiting Update:**

Julie informed the commission she had recently recruited for Police Officers at Edmonds Community College, and will be recruiting at a Fire District event taking place downtown on Saturday.

DC Young advised they're having trouble recruiting officers, but they're expecting two lateral candidates to apply in March or April.

DC Young will send an invitation to the Commission to attend a Police Officer swearing in on March 7 at the City Council Meeting. He'll be requesting (to the City Clerk's office) a streamlined swearing-in process; in this case the Police Officer begins work on March 1<sup>st</sup> but won't be sworn in until the next City Council meeting on March 7<sup>th</sup>.

Discussion regarding a possible need for additional staff to review body-worn camera footage for response to public record requests, and what candidates on "hold" means.

DC Young advised there's currently a ten-month wait for a spot at the academy in Burien. Pasco has an academy opening soon. Discussions about a Skagit County academy are still taking place.

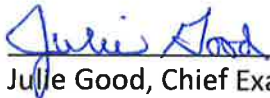
**New Business:**

None.

**Adjourn:**

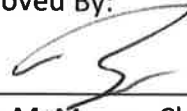
**MOTION** by Joshua Wilson to adjourn the meeting. Motion seconded by Brian McManus. Motion passed unanimously by Joshua, Brian and Ray. The meeting was adjourned at 12:17 p.m.

Respectfully Submitted:



Julie Good, Chief Examiner/Secretary  
Civil Service Commission

Approved By:



Brian McManus, Chairperson  
Civil Service Commission