

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

July 13, 2023

Hybrid meeting via Zoom and in-person at City Hall

**CALL TO ORDER:** 4:00 p.m. by Chairperson Brian McManus

**COMMISSION MEMBERS PRESENT:** Brian McManus, Joshua Wilson and Ray Mitchell

**STAFF PRESENT:** Deputy Police Chief Jeff Young, Senior Human Resources Specialist and Chief Examiner/Secretary Julie Good

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**Action Items:**

**MOTION** by Joshua Wilson to approve the Minutes of the June 8, 2023 Civil Service Commission Special Meeting with correction of showing Ray Mitchell absent. Motion seconded by Ray Mitchell. Motion carried.

**New Business:**

**Staffing and Recruiting Update**

Deputy Chief Young reports there are five vacancies and expecting another vacancy around Sept 1 due to a retirement.

One Lateral candidate is in background process; one Entry Advanced finished all background and we're just waiting on final results; another Entry Advanced in background process.

One Entry Level Officer hired this week. Swearing in on July 18, 2023 at the City Council Meeting.

Three Entry candidates will be invited to Command Interviews. Met yesterday to generate branded marketing materials. Julie attended Public Safety Testing event this week to recruit candidates.

Skagit Academy dates are becoming available.

**Legislative Updates**

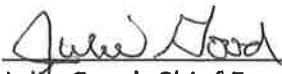
Nothing new to report.

Julie let the Commission know that she won't be available for the Sept. 14<sup>th</sup> meeting. Decision on new date will be determined at the August meeting.

**Adjourn:**

**MOTION** by Ray Mitchell to adjourn the meeting. Motion seconded by Joshua Wilson. Motion passed unanimously. The meeting was adjourned at 4:15 p.m.

Respectfully Submitted:



Julie Good, Chief Examiner/Secretary  
Civil Service Commission

Approved By:



Brian McManus, Chairperson  
Civil Service Commission