

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

April 17, 2025
Hybrid meeting via Zoom and in-person at City Hall

CALL TO ORDER: 4:13 p.m. by Chairperson Ray Mitchell

COMMISSION MEMBERS PRESENT: Ray Mitchell
Brian McManus

STAFF PRESENT: Chief Examiner/Secretary Julie K. Good, *Senior Human Resources Specialist*

STAFF EXCUSED: Jeff Young, *Deputy Police Chief*

Action Items:

MOTION by Brian McManus to approve the Minutes of the March 13, 2025 Civil Service Commission Meeting. Motion seconded by Ray Mitchell. Motion passed unanimously. Motion carried.

MOTION by Ray Mitchell to certify the Community Service Officer Continuous Testing Eligibility List. Motion seconded by Brian McManus. Motion passed unanimously. Motion carried.

New Business:

Staffing and Recruiting Update: Julie provided an update on the recruitment of Police Officers, Community Service Officer, and the status of the eligibility lists.

Civil Service Commissioner vacancy: Julie provided an update on the status of applications to fill the vacant Civil Service Commission vacancy.

Future agenda items:

Ray Mitchell would like an update on the following:

- the new Basic Law Enforcement Academy in Arlington, including whether it's operating at full capacity, the size of the classes, and whether Lake Stevens has any officer instructors
- an update on Lake Stevens staffing per capita compared to the national average
- whether the Civil Service Commission should lobby the City Council for more officers or funding

Adjourn:

MOTION by Brian McManus to adjourn the meeting. Motion seconded by Ray Mitchell. Motion passed unanimously. Motion carried.

The meeting was adjourned at 4:24 p.m.

Respectfully Submitted:



Julie K. Good, Chief Examiner/Secretary
Civil Service Commission

Approved By:



Ray Mitchell, Chairperson
Civil Service Commission