

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

Wednesday, April 7, 2021  
via Zoom

CALL TO ORDER: 3:00 p.m.

COMMISSIONERS PRESENT: Ray Mitchell and Amanda Adamik

STAFF MEMBERS PRESENT: Police Chief John Dyer, Chief Examiner/Secretary Julie Good

OTHERS PRESENT: None

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**Call to Order:** The meeting was called to order at 3:00 p.m.

**Roll Call:** Ray Mitchell, Amanda Adamik, Police Chief John Dyer, Chief Examiner Julie Good

**Action Items:**

**Election of Civil Service Commission Chair:** **MOTION** by Amanda Adamik that Ray Mitchell remain the Chair of the Civil Service Commission. Motion seconded by Ray Mitchell. Motion passed unanimously.

**Proposed Change to Civil Service Rules and Regulations 8.07.1:** Chief Dyer briefly explained the reason for his request to change the rule which would make the written test for lateral applicants optional rather than required.

**MOTION** by Amanda Adamik to approve the written test of lateral applicants to be at the discretion of the department to use the test or not. (The change to the Rule sentence is: “Qualifying applicants **will may** be sent a written examination that assesses their experience, writing skills and ability to apply current professional concepts”)(emphasis added). Motion seconded by Ray Mitchell. Motion passed unanimously.

**Discussion Items:**

Meeting frequency: Ray Mitchell proposed the Commission meet every other month, whether there is business to conduct or not. Brief discussion, followed by agreement by Amanda. Julie will schedule meetings accordingly.

**Information Items:**

Chief Dyer discussed the 2021 budget included funding for two additional full-time patrol officers, for a total of 35. In Washington state, the average number of officers at an agency is 1.4 officers per 1000 people. With 35 officers, Lake Stevens will still be at less than 1.0 per 1000 people. After the annexation later this year, which is expected to bring in approximately 5000 residents, the city will

look at whether more officers are needed. Brief discussion of placement of officers on shifts where they're most needed and status of new police department buildings.

**Adjourn:** MOTION by Amanda Adamik to adjourn the meeting. Motion seconded by Ray Mitchell. Motion passed unanimously. The meeting was adjourned at 3:14 p.m.

Respectfully Submitted:



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Julie Good

Chief Examiner/Secretary

Approved By:



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Ray Mitchell

Chairperson