

**EDMONDS CIVIL SERVICE COMMISSION
MINUTES
CIVIL SERVICE COMMISSION MEETING**

Specially Called Meeting

February 11, 2015

Commissioners present: H. Scott McEwen, Chair
 Mike Fields
 Michael Shimer

Others present: Assistant Chief of Police Don Anderson
 Assistant Chief of Police Jim Lawless
 Secretary & Chief Examiner Mary Ann Hardie
 Corporal Shane Hawley
 Detective Stacie Trykar

CALL TO ORDER

Chair McEwen called the meeting to order at 7:00 pm.

MINUTES

Commissioner Fields made a motion to approve the meeting minutes of January 14, 2015 as written. Commissioner Shimer seconded the motion. The motion carried unanimously.

CORRESPONDENCE

- Letter from the Commission to former Chair David Bracilano regarding appreciation of service

Commissioners approved and signed the letter recognizing Mr. Bracilano's 15 years of service. Ms. Hardie advised the letter would be mailed this week.

POLICE BUSINESS

Review and Approval of the Entry Level Police Eligibility List

Assistant Chief of Police (ACOP) Don Anderson advised there were two Police Eligibility Lists, Lateral and Entry Level. Two days of entry level interviews were conducted February 10 and 11; scores were entered into the existing list to produce the updated Entry Level Police Eligibility List. Two names, Darren Keblish and Bradford Carman, were removed from the previous list as they were hired by other agencies.

Chair McEwen noted there are a number of veterans on the list. ACOP Anderson agreed more veterans are applying.

Commissioner Fields inquired about the testing process. ACOP Anderson explained the Department contracts with PublicSafetyTesting.com who provides physical and written testing for police agencies. The Department is provided test results of applicants who request their scores be sent to the Edmonds Police Department. The Department categorizes the scores and according to Civil Service rules, brings in the top scoring candidates for oral board interviews. The overall score is 50% written and 50% oral board. Depending on level of service, veterans receive an addition 10%.

Review and Approval of the Police Sergeant Eligibility List

ACOP Lawless advised PublicSafetyTesting.com conducted a candidate briefing and written exam; six of the seven candidates proceeded to an assessment center that was held on February 4. Each exercise in the assessment center is weighted. The proposed list contains accumulative scores (10% for written test, 10% performance evaluations over the past 2 years and 80% assessment center) for the 6 candidates. Chair McEwen introduced two candidates who were present, Corporal Hawley and Detective Trykar. For Commissioner Fields, ACOP Lawless described Edmonds Police Department's structure.

Commissioner Shimer made a motion to approve the Entry Level Police Eligibility List dated February 11, 2015 and the Police Sergeant Eligibility List dated February 11, 2015. Commissioner Fields seconded the motion. The motion carried unanimously.

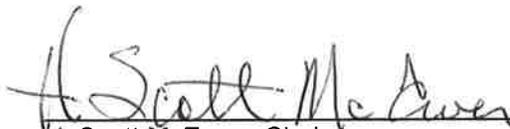
NEW BUSINESS

Ms. Hardie reported staff is in the process of updating the Civil Service rules, regulations, best practices, etc. and will present them to the Commission in a few months. She suggested Commissioners review the rules and forward any suggestions. Changes staff has identified include the language regarding credits toward a degree and accredited colleges.

ACOP Lawless advised there are two corporals on the sergeant's list; if one is promoted, a corporal assessment center will be conducted for the corporal vacancy.

OTHER

The meeting adjourned at 7:20 pm.


H. Scott McEwen, Chair Mar 4, 2015
Date


Mary Ann Hardie, Secretary and Chief Examiner 3.4.15
Date