

EDMONDS CIVIL SERVICE COMMISSION
MINUTES
CIVIL SERVICE COMMISSION MEETING
Specially Called Meeting
December 14, 2011

Commissioners present: H. Scott McEwen
Michael Shimer

Others present: Police Chief Al Compaan
Secretary & Chief Examiner Mary Ann Hardie

Commissioner H. Scott McEwen called the meeting to order at 7:11 pm. Chair David Bracilano was unable to attend the meeting.

MINUTES

The minutes of October 18, 2011 were reviewed by the Commissioners. Commissioner Michael Shimer made a motion to approve the minutes for October 18, 2011 and Commissioner McEwen seconded the motion. The motion carried.

CORRESPONDENCE

None.

POLICE BUSINESS

Review and Approval of Eligibility List(s) for Entry and Lateral Level Police Officer(s)

Police Chief Al Compaan stated that there were oral board interviews for Entry Level Police Officer held on 12/7/11 & 12/8/11 which resulted in an updated Eligibility List for Entry Level Police Officer. Additionally, five candidate names were removed from the entry level eligibility list as follows: 1) Matthew Stots- disqualified during the background check process; 2) William Traeger – disqualified during the background check process; 3) John Ness – voluntary withdrawal during the background check process (and hired by another agency); 4) Trevor Wolcott – disqualified during the background check process and; 5) Chris Chau –removed from the list due to the list expiring.

Chief Compaan stated that one candidate was removed from the Lateral Level Police Officer Eligibility List since the candidate (Patrick Connelly) voluntarily withdrew from the process. Commissioner McEwen inquired as to how many current commissioned officer openings there were in the department; Chief Compaan stated there were 3 openings. Commissioner Shimer made a motion to approve the Entry Level Police Officer Eligibility List and the Lateral Level Police Officer Eligibility List dated December 14, 2011. Commissioner McEwen seconded the motion. The motion carried.

Acknowledge completion of probation for Police Officer Jodi Sackville

Chief Compaan explained to the Commission that Jodi Sackville was hired as a probationary police officer second class on November 1, 2007. After suffering an on-duty injury in 2009, Police Officer Sackville's probationary period was suspended on March 16, 2009. On March 1, 2010 her employment with the City was terminated for medical reasons and she was placed on the two-year medical reinstatement list.

Chief Compaan further explained that Ms. Sackville went through rehabilitation for her injury and obtained medical clearance to allow her to return to work as a police officer. Ms. Sackville was therefore rehired on January 1, 2011 and her probationary period resumed from the point that it had been suspended (due to her injury). Officer Sackville satisfactorily completed her one year probationary period on February 16, 2011 and was removed from probationary status and appointed to a regular position as a police officer first class. Chief Compaan stated that she has performed outstandingly as an officer and that this information (which should

have been brought forth to the Commission earlier in the year when Officer Sackville successfully completed her probationary period) did not require any action from the Commission. Commissioner McEwen extended congratulations on behalf of the Commission to Officer Sackville on the successful completion of her probation.

Notice of Discipline regarding the demotion of former Police Sergeant David Machado to Police Officer First Class

Chief Compaan stated that per the Civil Service Rules and Regulations, any time there is a disciplinary action imposed on the any of the commissioned officers, he notifies the Secretary and Chief Examiner of the Civil Service Commission. For this reason, the Commission is being informed of the disciplinary notice that was served upon former Sergeant David Machado on November 30, 2011. Chief Compaan further stated that this disciplinary action notification did not require any action from the Commission and was for informational purposes only.

Chief Compaan explained that when a demotion occurs within the union membership (of the Edmonds Police Officers' Association -EPOA) the officer being removed from his or her position is demoted to the last rank he or she held prior to the promotion. Former Sergeant Machado had been a police officer first class for about 12 years with the City at the time of his promotion to sergeant. With this disciplinary action, former Sergeant Machado was demoted to his previous position of police officer first class (which was the last position he held before he was promoted to sergeant).

Chief Compaan stated that there are two course of action available to an EPOA member if he or she chooses to challenge or grieve a disciplinary action as follows; 1) to either bring forward the grievance before the Civil Service Commission or; 2) follow the grievance arbitration process through the EPOA collective bargaining agreement. Chief Compaan stated that he received written notification this week of Officer Machado's intention to grieve the disciplinary action through the grievance arbitration process in the collective bargaining agreement.

Commissioner McEwen inquired as to whether or not Officer Machado would also have the option of bringing this grievance forward to the Commission in addition to the grievance arbitration process in the collective bargaining agreement. Chief Compaan clarified that the member (Officer Machado) does not have the option of exercising the other course of action in bringing their grievance before the Commission for consideration and that he did not expect that the Commission would receive a request by the member for this purpose.

Discussion (and as/if required, approval) of Corporal Joshua McClure's temporary or provisional acting out of class pay appointment as Acting Police Sergeant (continuing into the start of the new fiscal year 2012).

Chief Compaan explained that on June 15, 2011, former Officer Joshua McClure was promoted to the rank of a corporal. On June 21, 2011, Corporal McClure was made an acting sergeant, assuming supervisory responsibility for a graveyard shift. This action was taken since the sergeant [former Sergeant Machado] on that shift had been placed on administrative leave at that time. Chief Compaan further explained that at the last Civil Service Meeting in October, the Commission was provided information that Acting Sergeant McClure would be nearing the end of his six month acting out of class pay appointment, but that no action was required at that time by the Commission.

Chief Compaan further explained that there is a continued need for the department to have Corporal McClure serve in an acting out of class pay appointment as an acting sergeant for that graveyard shift as there is no current Police Sergeant Eligibility List (from which to promote a sergeant to that shift). Furthermore, the City Personnel Policies allow for a six month maximum acting out of class pay appointment while the Civil Service Rules and Regulations allow for a six month maximum provisional appointment (such as an acting out of class pay status) with a possible extension of that appointment as granted by Commission authorization.

Chief Compaan stated a Sergeant Assessment Center will be held in early 2012 from which there will be an Eligibility List for Police Sergeant to be certified by the Commission [and from which a sergeant promotion will be made]. Until such time, however, Chief Compaan stated that he was requesting that the Commission

authorize/approve an extension of the six month maximum provisional appointment for Acting Sergeant McClure's acting out of class pay appointment up to possibly another six months (through June, 21, 2012). Commissioner Shimer made a motion to: 1) recognize that the first six months of Acting Sergeant McClure's acting out of class pay appointment is a provisional position [appointment]; 2) approve the request to allow Acting Sergeant McClure to continue in his acting out of class pay sergeant role through June 21, 2012 or until such time that a sergeant appointment is made from a current eligibility list and; 3) approve a provisional corporal appointment position for an acting corporal [that the department may use to assist Acting Sergeant McClure]. Commissioner McEwen seconded the motion. The motion carried.

NEW BUSINESS

None

OTHER

None

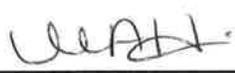
Commissioner McEwen made a motion to adjourn the meeting at 7:46 pm. Commissioner McEwen seconded the motion. The motion carried.



David Bracilano, Civil Service Commissioner

2-1-12

Date



Mary Ann Hardie, Secretary and Chief Examiner

2.1.12

Date