

EDMONDS CIVIL SERVICE COMMISSION
MINUTES
CIVIL SERVICE COMMISSION MEETING
Regularly Called Meeting
March 7, 2012

Commissioners present: David Bracilano (Chair)
H. Scott McEwen

Others present: Assistant Chief of Police Jim Lawless
Secretary & Chief Examiner Mary Ann Hardie

Chair David Bracilano called the meeting to order at 7:03 pm. Commissioner Michael Shimer was unable to attend the meeting.

MINUTES

The minutes of February 1, 2012 were reviewed by the Commissioners. Commissioner H. Scott McEwen made a motion to approve the minutes for February 1, 2012 and Chair Bracilano 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)

Assistant Chief of Police (ACOP) Jim Lawless presented the Entry Level and Lateral Level Police Officer Eligibility List(s) to the Commission for approval. ACOP Lawless stated that the number one candidate on the entry level list (Gary Koon) had a very strong oral board testing score of 99.30%. ACOP Lawless explained that there were Chiefs' interviews held in the last week and that the background check process with Mr. Koon had been started. ACOP Lawless further stated that candidate Gomez Zackious was added to lateral level list. Chair Bracilano inquired as to how many vacancies there were in the department [for commissioned officers]. ACOP Lawless responded that there were still two openings, but that the department is down by four positions due to vacancies and the defunding of one position. Chair Bracilano made a move to approve lists and Commissioner McEwen seconded the motion. The motion carried.

Completion of Probationary Period - Police Sergeant Kenneth Ploeger

ACOP Lawless stated that Kenneth Ploeger successfully completed his probationary period for Sergeant on 1/16/12. The Commission extended congratulations to Sergeant Kenneth Ploeger on successfully completing his probationary period.

Certification of the one year extension of the Civil Service Eligibility List for Police Corporal (as approved by the Commission at the February 1, 2012 meeting)

Secretary and Chief Examiner Mary Ann Hardie provided the commission with a copy of the previously approved by non-certified Eligibility List for Police Corporal [with the newly extended expiration date of 4/6/13] for certification.

Posting notice and discussion regarding the March 27, 2012 Sergeant Assessment Center (possible executive session on the specific details of the testing process)

Chair Bracilano inquired as to whether or not there was a need for an executive session to discuss the details of the upcoming assessment center. ACOP Lawless stated that it may be needed depending on the level of detail on the testing process that was requested by the commission. ACOP Lawless further explained that the posting for this assessment center (which closed on 3/5/12) was consistent with the posting provided at the

City's last Sergeant Assessment Center. Part of the assessment center process includes a candidate briefing on and a written test for participants on 3/14/12. ACOP Lawless further explained the scoring breakdown for the testing process is as follows: 1) the exercises of the assessment center are worth 80% of the total testing score; 2) the written test score from 3/14/12 is worth an additional 10% and; 3) current and past performance evaluations make up the final 10% of the total testing score.

Chair Bracilano inquired as to the cost involved and the number of candidates participating in the assessment center. ACOP Lawless responded that this was not an inexpensive endeavor [costing approximately \$5,000 - \$6,000] and that up to 8 candidates would be able to participate although only 5 would be participating. Chair Bracilano inquired as to whether or not ACOP Lawless would be participating in the assessment center. ACOP Lawless explained that he would not, but that the Secretary & Chief Examiner [Ms. Hardie] would participate as an observer to validate and ensure reliability of the process and to overlook the scoring process. There was further discussion that followed by the commission about the assessment center, department interest in participation as well as City-wide budget constraints/awareness.

NEW BUSINESS

None

OTHER

None

David Bracilano, Civil Service Commissioner

Date

Mary Ann Hardie, Secretary and Chief Examiner

Date