

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

**Regularly Called Meeting**

February 7, 2018

Commissioners present: Chair Mike Fields  
Norm Davis  
Chris Fleck

Others present: Professional Standards Sergeant Josh McClure  
Secretary & Chief Examiner Mary Ann Hardie

**CALL TO ORDER**

Chair Mike Fields called the meeting to order at 7:08 pm

**MINUTES:**

Commissioner Norm Davis made a motion to approve the 11/8/17 Civil Service meeting minutes. Chair Fields seconded the motion. The motion carried.

Commissioner Fleck made a motion to approve the 1/3/18 Civil Service meeting minutes of 1/3/18. Chair Fields seconded the motion. The motion carried.

**RESPONSE**

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**POLICE BUSINESS**

Police Services Assistant Eligibility List

Sergeant Josh McClure explained that there is one candidate on the list currently in the background check process (Tammy D'Amico) and that if this is successfully completed, he anticipates the department would provide an offer letter to hire her effective 3/1/18. There are no current additions or deletions to the list.

**Chair Fields made a motion to approve the current Police Services Eligibility List dated 2/7/18. Commissioner Davis seconded the motion. The motion carried.**

Review and Approval of the Entry Level Police Officer Eligibility List

Sergeant McClure explained that he had sent out emails to the candidates on the eligible list regarding if they were still interested in a position with the City (so as to be able to keep the most current candidates on the list). He explained that candidate Dakota Lewis was disqualified from the process and that candidate Alex Arvan had been hired from the list and will be starting on Monday, 2/5/18.

Sergeant McClure further explained that the list before the Commission is one that only includes those candidates who had confirmed that they would like to continue to remain on the list. In March 2018, there will be another round of entry level testing and new names from that process to add to the list. Chair Fields inquired as to how many vacancies there were in the department. Sergeant McClure responded that there are 2 current [commissioned] vacancies and two civilian positions. Sergeant McClure stated that there had been 3 months of consecutive interviews (oral boards) and that since September 2017, two female candidates had been hired from the list.

Commissioner Fleck asked about veteran's preference points and how they are applied to the lists. Sergeant McClure explained that, for those that have veteran's preference, they receive an additional 5-10% (depending on their type of

veteran's preference) on top of their total score. There was further conversation that followed by the commission about veteran's preference points.

**Commissioner Davis made a motion to approve the Entry Level Police Officer Eligibility List dated 2/7/18. Chair Fields seconded the motion. The motion carried.**

Lateral Level Police Officer Eligibility List

Sergeant McClure explained that the current candidate on the list (Robert Allen) is an out of state candidate who is in the background check process currently. Provided that process is successful, it is anticipated that he will start on 3/1/18.

**Commissioner Davis made a motion to approve the Lateral Level Police Officer Eligibility List dated 2/7/18. Chair Fields seconded the motion. The motion carried.**

OTHER

Civil Service Secretary and Chief Examiner Mary Ann Hardie explained that the Corporal and Sergeant Eligibility Lists from the the January and February 2018 assessment centers would be brought before the Commission for certification at the March 2018 meeting. It was noted that there would need to be a March 2018 regularly scheduled meeting as there would be eligibility lists for certification at that time.

NEW BUSINESS

None.

  
Chair Mike Fields

  
Date

  
Mary Ann Hardie, Secretary and Chief Examiner

  
Date