

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

Regularly Called Meeting

April 5, 2017

Commissioners present: H. Scott McEwen
 Norm Davis

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

CALL TO ORDER

Chair H. Scott McEwen called the meeting to order at 7:05 pm. Commissioner Fields was unable to attend the meeting.

MINUTES:

Chair H. Scott McEwen made a motion to approve the meeting minutes of March 1, 2017. Commissioner Davis seconded the motion. The motion carried.

CORRESPONDENCE

The commission reviewed the notice stating that Police Officer Robert Peck had successfully completed his probationary period. The commission extended congratulations to Police Officer Robert Peck on the successful completion of his probationary period.

POLICE BUSINESS

Review and Approval of the Entry Level Police Officer Eligibility List

Sergeant McClure explained that there was one change (an addition to the list)- Victor Zuniga-Tovar who had completed an oral board interview and command staff interview and was moved to the background check process. There was some discussion that followed by the Commission regarding candidates on the eligibility list who may not have successfully completed field training at other jurisdictions that could result in the candidate being a better fit for the Edmonds (depending on the reasons that they did not complete field training). Another benefit of hiring individuals that have completed the police training academy includes less of a financial outlay for these training costs (for approximately six months).

There was further discussion that followed by the Commission regarding hiring of female police officers. The department has hired at least 4 female officers in the last year. Sergeant McClure explained that the applicant panels are also diverse and this panel diversity had been discussed with Civil Service Secretary & Chief Examiner Hardie. Chair McEwen inquired as to how many vacancies there were for the commissioned staff. Sergeant McClure explained that there were some possible retirements and that at the beginning of the year; there were 5-7 estimated vacancies and currently 1 (anticipated) vacancy (due to a retirement).

Review and Approval of the Animal Control Officer Eligibility List

Sergeant McClure explained that there was one applicant on the list who is in the polygraph stage of the background check process and that they were hopeful the results would come back positively. This candidate (Jessica Gilginas) has experience in this area from another municipality.

Review and Approval of the Police Services Assistant Eligibility List

Sergeant McClure explained that there were 2 candidates removed from the list and that candidate Jennifer Henderson had been moved to the polygraph portion of the background check process. Chair McEwen inquired as to how many police services assistants there were. Sergeant McClure said that there are 5 positions and 1 vacancy with this budgeted position that was added (in 2017).

