



**City of Issaquah Civil Service Commission  
Minutes of Special Meeting held on Tuesday, May 30, 2017**

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**1. Call to Order**

The regularly scheduled meeting of the Issaquah Civil Service Commission was called to order at 4:32PM by Chairman Dave Bush.

COMMISSIONERS PRESENT: Chairman Dave Bush and Commissioners Chris Felstad and Joe Forkner

STAFF PRESENT: Police Chief Scott Behrbaum and Chief Examiner Stephanie Johnson

**2. Public Comments**

None.

**3. Approval of Minutes**

The minutes of the May 10, 2017 special meeting were presented for approval.

**MOTION** – Commissioner Forkner made a motion to adopt the minutes from May 10, 2017 as presented. Commissioner Felstad seconded the motion. Motion passed.

**4. Regular Business**

a) Results of the May 24 and May 26, 2017 Police Officer Interviews

The results of the May 24 and May 26, 2017 oral board interviews were presented to the Commission.

**MOTION** – Commissioner Forkner made a motion to certify the scores as presented. Chairman Bush seconded the motion. Motion passed. The result of this motion places one new name on the continuous testing eligibility roster for lateral police officer and

six new names on the continuous testing eligibility roster for entry police officer which were signed by Chairman Bush.

b) Staffing Updates

The Chief informed the Commission that he would not be making an internal Commander promotion from the eligibility list certified by the Commission on May 10, 2017. Discussion ensued regarding options for another test including creation of the test in-house rather than use of a test consultant such as PST. The Chief Examiner presented a market sampling of test administration in local cities gathered earlier this year for market comparison. One of the options discussed for test design is utilizing the experience of the City's Human Resources Department and Chief Examiner to create a test. The Commission would like to be presented with a test outline at a special meeting date to be determined in June.

5. Other Business / Announcements

Election of Chairman

An election was held for Chairman of the Commission in accordance with Civil Service rule 3.01.

**MOTION** – Commissioner Forkner made a nomination and motion for Chairman Bush to continue as Chairman. Commissioner Felstad seconded the nomination and motion. Motion passed.

Next Meeting

The next regularly scheduled meeting of the Commission is cancelled. The Commission has a special meeting scheduled for 4:30PM Wednesday, June 28, 2017 at Tibbetts Creek Manor.

Adjournment

The meeting adjourned at 5:05PM. These minutes are excerpts of the Civil Service Commission meeting. No audio recording of the meeting was made.

Prepared by:

Stephanie Johnson

Chief Examiner for the Civil Service Commission

**APPROVED on** \_\_\_\_\_