

**CITY OF ISSAQUAH
Civil Service Commission**

5:00 PM
January 27, 2022

Virtual Meeting

MINUTES

COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT

Alternate Meeting Format: On March 6, 2020 the Mayor declared a civil emergency due to the outbreak of novel coronavirus (COVID-19). On March 24, 2020 the Governor issued Proclamation 20-28 relating to the COVID-19 emergency and open public meetings. The proclamation has been extended. Due to these factors, the meeting was held using a remote meeting platform.

Commissioners:

Robert Bakh
David Bush – Unexcused Absent
Dave DeVore

Administration/Staff:

Stephanie Johnson, HR Director

CALL TO ORDER

The meeting was called to order at 5:04 PM.

PUBLIC COMMENTS

APPROVAL OF MINUTES

- a) Minutes of January 5, 2022

The minutes were APPROVED as presented by unanimous consent.

STAFF REPORT – Citywide Workplan to be discussed at February 1 Council Study Session

REGULAR BUSINESS

- a) **Approve Provisional Appointment of Tanner Holmes (A)**

Chief Schwan has appointed Officer Holmes into a provisional Corporal appointment effective February 1, 2022. In accordance with Civil Service Rule 13.01, Commissioner Bakh made a motion to approve the provisional appointment, which was seconded by Chairperson Devore.

- b) **Certify the Results of the January 13, 2022 Police Officer Interviews, (A)**

Presented by:

Stephanie Johnson, Chief Examiner

Ms. Johnson introduced the scores of the January 13, Police Officer Interviews. The scores were approved as presented by unanimous consent. This certification updates the eligibility lists for Police Officer which will be forwarded to Chairperson Devore for email signature.

- c) **Parts and Weights for Continuous Police Officer Examinations**

Acting Sergeant Sorenson has recently been assigned as a Department Subject Matter Expert to work with the Chief Examiner to order continuous Police Officer examinations on behalf of the Commission. He and Chief Examiner Johnson presented a recommendation to the commission to update the Parts and Weights of continuous Police Officer examinations. The current longstanding performance dimensions

and rubric provide for a 3.0 out of 5.0 to be an 'acceptable' rating. However, candidates who rate a 3.0 for all performance dimensions receive a failing score to be placed on the City's eligibility list for Police Officer (30 out of 50). The recommendation included a revised rubric for a passing score of 40 out of 70. In accordance with Civil Service Rule 8.01, Chairperson Devore made a motion to approve the recommended Parts and Weights, which was seconded by Commissioner Bakh. The new parts and weights will be used on the next examinations.

d) **February 2022 Staffing Update, (I)**

Presented by:

Stephanie Johnson, Human Resources Director

OTHER BUSINESS / ANNOUNCEMENTS

ADJOURNMENT

The meeting was adjourned at 5:56 PM.