

**CITY OF ISSAQUAH
Civil Service Commission**

5:00 PM
July 28, 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:

Robin Beukers
Amy Crabtree
Susan Leonelli

Administration/Staff:

Tisha Gieser, City Clerk
Stephanie Johnson, HR Director
Candie Lorenzo, Chief Examiner
Paula Schwan, Police Chief
Bill Sorenson, Police Sergeant

The State of Washington and the City of Issaquah continue to have a declared emergency due to the COVID-19 pandemic. Under Chapter 115, Laws of 2022 (ESHB 1329), the City of Issaquah has determined that an in person meeting cannot be held with reasonable safety. Due to these factors, this meeting is being held remotely.

Phone Call-in Information

- Call 1-206-207-1700, enter meeting number 2496 684 9871(access code) 98027#. [Mute your device.]

If planning to make verbal comments, please email candiel@issaquahwa.gov.
Submit written comments to civilservicecommission@issaquahwa.gov.

CALL TO ORDER

The meeting was called to order at 5:00PM.

Because there was not an election of a Chairperson on the Agenda, Commissioner Amy Crabtree volunteered to act as Chairperson for the meeting. An election of a Chairperson will be on the August 25, 2022 Civil Service Meeting Agenda.

PUBLIC COMMENTS

Police Chief Paula Schwan, Police Sergeant Bill Sorenson, Human Resources Director Stephanie Johnson, and City Clerk Tisha Gieser made introductions of themselves to the newly appointed Civil Service Commission.

APPROVAL OF MINUTES

The minutes were APPROVED as presented by unanimous consent.

STAFF REPORT

Chief Examiner Candie Lorenzo welcomed the new three Civil Service Commissioners and thanked them for providing this service to the community. During a brief overview of the Civil Service System, Chief Examiner Lorenzo notified the Commissioners of the training during the week of September 20, 2022 regarding the Civil Service System, specifically in Washington State.

REGULAR BUSINESS**a) Results of the June 20, 2022 and July 26, 2022 Police Officer Interviews (A)**

Presented by:

Candie Lorenzo, Chief Examiner

Chief Examiner Lorenzo introduced the scores of the June 20, 2022 and July 26, 2022, Police Officer Interviews. After discussion was held on the testing criteria and scoring method, the scores were approved as presented by unanimous consent. This certification updates the eligibility lists for Police Officer which will be forwarded to Chairperson Crabtree for email signature.

Commissioner Beukers requested additional information on the Police Officer selection process. IPD and Civil Service staff will work to facilitate meetings with individual Commissioners regarding the selection process.

b) Adoption of Civil Service Rule 4.01 - REGULAR MEETINGS (A)

Presented by:

Candie Lorenzo, Chief Examiner

The rule change was ADOPTED as presented by unanimous consent.

c) July 2022 IPD Staffing Report (I)

Presented by:

Paula Schwan, Chief of Police

d) Presentation by City Clerk Tisha Gieser Regarding Open Meetings (I)

Presented by:

Candie Lorenzo, Chief Examiner

OTHER BUSINESS / ANNOUNCEMENTS

Election of a Chairperson will be on the August 25, 2022 Agenda.

ADJOURNMENT

The meeting was adjourned at 6:43PM.

The next meeting is currently scheduled for August 25, 2022 .

INQUIRIES

Please contact Candie Lorenzo at (425) 837-3048 or candiel@issaquahwa.gov.

(A) Action, (D) Discussion, (I) Information