

**CITY OF ISSAQUAH
Civil Service Commission**

5:00 PM
October 20, 2022

Steelhead Room, 235 1st Ave.
SE, Issaquah

MINUTES

COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT

Commissioners:

Amy Crabtree – Excused absence
Susan Leonelli
Robin Beukers

Administration/Staff:

Candie Lorenzo, Chief Examiner, Secretary

Please note, this agenda also serves as the special meeting notice pursuant to RCW 42.30.080.

Join the meeting in-person at the address above, or virtually using the following options:

Join by Computer

- Webex Meetings
<https://issaquah.webex.com/issaquah/j.php?MTID=ma9c7339a6a1b9592f8cfb779edef3143>
- If needed, meeting password is 98027

Join by Phone

- Call +1-415-655-0001, enter meeting number (access code) 2481 063 5208#

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 5:00 PM.

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

- a) Minutes of the August 25, 2022 Civil Service Regular Meeting
The minutes were APPROVED as presented by unanimous consent.
- b) Minutes of September 9, 2022 Civil Service Special Meeting
The minutes were APPROVED as presented by unanimous consent.

STAFF REPORT

Chief Examiner Lorenzo introduced Lauren Knox, Labor and Risk Manager for the City of Issaquah who would be presenting the City's recommendation on language for the Police Commander promotional examination.

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REGULAR BUSINESS

a) **Results of the September 2, 2022 and October 6, 2022 Police Officer Interviews (A)**

Presented by: Candie Lorenzo, Chief Examiner

Candie Lorenzo introduced the scores of the September 2, 2022, 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 Beukers for email signature.

b) **Ordering of a Police Commander Promotional Examination per Civil Service Rule 8.01 (A)**

Presented by: Candie Lorenzo, Chief Examiner

Discussion was held regarding the examination. Chairperson Beukers motioned that the Police Commander Examination consist of three equal parts a demonstrative in-basket exercise, oral board, and a community focused panel.

The motion was APPROVED as presented by unanimous consent.

c) **Presentation of Amendment to Civil Service Rule 19.05 – Examination Requirements for Police Commander (I)**

Presented by: Candie Lorenzo, Chief Examiner

Lauren Knox, Labor and Risk Manager presented the options for the amendment for Civil Service Rule 19.05 – Examination requirements for POlce Commander to the Commission.

Chairperson Beukers made a motion to amend the rule to read - Applicants must have a Bachelor's Degree in Police Science or related field and a minimum of six years of experience with the Issaquah Police Department; including three years in supervision; or 10 years of total experience with a law enforcement agency, with three years of supervision; or any combination of education and experience which would provide the applicant with the desired skills, knowledge, and ability required to perform the job. Must have current WA State law enforcement certification or ability to obtain law enforcement certificate of equivalency per State requirements, or the ability to obtain the WA State law enforcement certification within twelve months of hire.

The motion was APPROVED as presented by unanimous consent.

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d) **Approval of a provisional appointment of a Police Sergeant (A)**

Presented by: Candie Lorenzo, Chief Examiner

The motion was made to appoint Jordan Kriskovic as acting Police Sergeant as of November 1, 2022.

The motion was APPROVED as presented by unanimous consent

e) **Approval of a provisional appointment of a Police Corporal (A)**

Presented by: Candie Lorenzo, Chief Examiner

The motion was made to appoint Matt Fulbright as acting Police Corporal as of November 1, 2022.

The motion was APPROVED as presented by unanimous consent

f) **October 2022 IPD Staffing Report (I)**

Presented by: Paula Schwan, Police Chief

OTHER BUSINESS / ANNOUNCEMENTS

ADJOURNMENT

The meeting was adjourned at 5:58PM.

The next meeting is currently scheduled for November 17, 2022

INQUIRIES

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

Note: Times listed for meeting topics are approximate and items are subject to change.

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