

CITY OF ISSAQUAH
Civil Service Commission

5:00 PM
 August 24, 2023

Steelhead Room, 235 1st Ave.
 SE, Issaquah

MINUTES

COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT

Commissioners:

Amy Crabtree, virtual attendance
 Susan Leonelli
 Robin Beukers

Administration/Staff:

Christopher Shock, Human Resources
 Analyst
 Stephanie Johnson, Human Resources
 Director
 Rachel Turpin, City Attorney
 Paula Schwan, Police Chief

Join by Computer

- Microsoft Teams [Click here to join meeting](#)
- Meeting ID: 273 990 075 684
- Passcode: U2WThL

Join by Phone

- Call 1-206-485-0299, enter meeting number (access code) 946 511 570#

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

CALL TO ORDER

BEUKERS called the meeting to order at 5:00 p.m.

PUBLIC COMMENTS

APPROVAL OF MINUTES

- a) Minutes of July 27, 2023

SHOCK introduced the minutes of the July 27, 2023, meeting. BEUKERS motioned. LEONELLI seconded the motion. There being no proposed edits, the minutes were approved by unanimous consent.

STAFF REPORT

REGULAR BUSINESS

- b) **Overview of Chapter 41.12 RCW: Civil Service for City Police (I)**
Presented by:

Rachel Turpin, City Attorney

TURPIN presented overview to Commissioners.

Exemption of Police Commanders per RCW 41.12.050 Persons included—Restricted exemptions (I)

Presented by:

Rachel Turpin, City Attorney

TURPIN presented overview to Commissioners. Discussed this as a mandatory subject to bargaining, and presented on positions eligible for exemption under civil service RCW 41.12.050.

c) Position of Secretary/Chief Examiner per RCW 41.12.040 and Civil Service Rule 3.04 – SECRETARY/CHIEF EXAMINER (A)

Presented by:

Stephanie Johnson, Human Resources Director

JOHNSON presented on the topic. JOHNSON introduced the effort to the Commission to advertise the position. Discussion on approach. BEUKERS motioned to post the position internal to City employees. Leonelli seconded. The proposal to recruit internally with City employees was approved by unanimous consent.

a) August 2023 Staffing Report

Presented by:

Paula Schwan, Police Chief

This agenda item was moved to be presented at the next meeting scheduled for September 28, 2023.

OTHER BUSINESS / ANNOUNCEMENTS

ADJOURNMENT

The next meeting is currently scheduled for September 28, 2023.

The meeting was adjourned at 7:48 p.m.

INQUIRIES

Please contact Christopher Shock at (425) 837-3038 or ChristopherS@issaquahwa.gov.

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

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