

**CITY OF ISSAQUAH
Civil Service Commission**

5:00 PM
October 24, 2024

Steelhead Room, 235 1st Ave.
SE, Issaquah

MINUTES

COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT

Commissioners:
Henry Farber
Susan Leonelli
Robin Beukers

Administration/Staff:
Paula Schwan, Police Chief
Stephanie Johnson, Human Resources
Director
Jennifer Zinck, Human Resources Analyst

CALL TO ORDER

The meeting was called to order at 5:00 p.m.

PUBLIC COMMENTS

- a) None

APPROVAL OF MINUTES

- a) Minutes of September 26, 2024 were APPROVED by unanimous consent.

STAFF REPORT

- b) Human Resources Director Stephanie Johnson discussed balancing the 2025-2026 budget, collective bargaining updates and a general administration update.

REGULAR BUSINESS

- a) **Review Commander Eligibility List (A)**
- i. The Commander eligibility list expires in October. Consulted with the Chief who was in favor of letting the list expire versus extending it. No action was taken and the list will expire.
- b) **Civil Service Rule Review (D)**
- ii. With current budget issues, continued labor developments and labor contracts still in negotiations, the rules revision project will need to be extended. The red-lined version of the rules was shared with the commissioners. Commissioner Leonelli suggested a way to compile commissioner comments and suggestions. Jennifer Zinck, Human Resources Analyst, will work to develop a spreadsheet that could be used for compiling comments from all commissioners.
- c) **October Staffing Update (I)**
- i. Police Chief Schwan provided an overview of the current staffing levels of the Police Department.

OTHER BUSINESS / ANNOUNCEMENTS

- a) At the next meeting, Human Resources will present a draft of the 2025 Workplan.
- b) Discussed DACA language and optional addition of points (similar to Veterans Preference Points). The option to add additional points will need to be a discussion topic with the department.

ADJOURNMENT – The meeting was adjourned at 6:14 p.m. The next special meeting is scheduled for November 21, 2024 at 5:30 PM.

INQUIRIES

Please contact Jennifer Zinck at (425) 837-3038 or jenniferz@issaquahwa.gov

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

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