

PRESENT: Commissioners Karen Scott (Chair), JoAnn Wiggins
Civil Service Secretary Shawn Doering
Staff

ABSENT: Vacant Position #2

College Place Civil Service Commission (Thursday, February 20, 2020)

Generated by Shawn Doering on Friday, May 22, 2020

1. OPENING ITEMS

Procedural: 1.01 Call to Order

Commissioner Scott called the meeting to order at 12:12pm.

Procedural: 1.02 Public Comment

There was no public comment.

2. CONSENT AGENDA

Action (Consent): 2.01 Approve Agenda for February 20, 2020

Action (Consent): 2.02 Approve Minutes from January 9, 2019

Action (Consent): 2.03 Approve Civil Service Payroll for January 2020

Action (Consent): 2.04 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Board by a single motion. Documentation concerning these items has been provided to all Commissioners and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Commissioner.

Commissioner Wiggins made a motion to approve the consent agenda that included the agenda for February 20, 2020, the minutes from January 9, 2020, and payroll for January 2020. Second by Commissioner Scott, the motion passed 2-0.

3. Regular Agenda

Action: 3.01 Police Records Clerk Recruitment

Commissioner Wiggins made a motion to approve the updated Police Records Clerk Testing Process. Second by Commissioner Scott, the motion passed 2-0.

Action: 3.02 Approve testing process to create a Lateral Police Officer Eligibility List

Commissioner Wiggins made a motion to approve the testing process to create a Lateral Police Officer Eligibility List with the amendment of adding "Lateral" wording. Second by Commissioner Scott, the motion passed 2-0.

4. Discussion: Karen Scott will be giving her notice as she is moving out of the area. Tentatively scheduled a meeting for March 10, 2020.

5. CLOSING ITEMS

Procedural: 4.01 Adjourn

Commissioner Scott made a motion to adjourn the meeting at 12:31pm. Second by Commissioner Wiggins, the motion passed 2-0.

Approved:

Commission Chair

Attest:

Commissioner

The foregoing minutes are the official record of the Civil Service meeting that occurred February 20, 2020.