

Thursday, December 9, 2021
College Place Civil Service Commission - Electronic Meeting

12:00 P.M.

Meeting may be viewed at: Live Stream on City of College Place, Washington YouTube at https://www.youtube.com/channel/UCbx3qrqzLDL_05NusReSI-g/featured

Or you may call this number to listen: 1-669-900-9128

ID# 816 5529 0419

Link for public: <https://us06web.zoom.us/j/81655290419>

1. OPENING ITEMS

Subject :	1.01 Call To Order
Meeting :	Dec 9, 2021 - College Place Civil Service Commission - Electronic Meeting
Category :	1. OPENING ITEMS
Access :	Public
Type :	Procedural

Public Content

Subject :	1.02 Roll Call
Meeting :	Dec 9, 2021 - College Place Civil Service Commission - Electronic Meeting
Category :	1. OPENING ITEMS
Access :	Public
Type :	Procedural

Public Content

Commission ChairJoAnn Wiggins

Commissioner Bill Kelly

Commissioner RogerMaidment

Civil Service Secretary, Shawn Doering

City Clerk, Lisa Neissl

2. CONSENT AGENDA

Subject :	2.01 Approve Agenda for December 9, 2021
Meeting :	Dec 9, 2021 - College Place Civil Service Commission - Electronic Meeting
Category :	2. CONSENT AGENDA
Access :	Public

Type :	Information
Subject :	2.02 Approve Minutes from October 28, 2021
Meeting :	Dec 9, 2021 - College Place Civil Service Commission - Electronic Meeting
Category :	2. CONSENT AGENDA
Access :	Public
Type :	Information, Minutes
Minutes :	View Minutes for Oct 28, 2021 - College Place Civil Service Commission - Electroni

File Attachments

[10_28_2021_CivilServiceMeetingMinutes.pdf \(80 KB\)](#)

Subject :	2.03 Approve Payroll from October 2021
Meeting :	Dec 9, 2021 - College Place Civil Service Commission - Electronic Meeting
Category :	2. CONSENT AGENDA
Access :	Public
Type :	Information

File Attachments

[10 - 2021 Payroll Certification.pdf \(423 KB\)](#)

Subject :	2.04 Approve Consent Agenda
Meeting :	Dec 9, 2021 - College Place Civil Service Commission - Electronic Meeting
Category :	2. CONSENT AGENDA
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve the consent agenda which includes the agenda for December 9, 2021, the minutes from October 28, 2021, and the October 2021 payroll.

Public Content

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. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. 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.

Consent

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. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. 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.

3. REGULAR AGENDA

Subject :	3.01 Certification of Lateral Police Officer testing Results
Meeting :	Dec 9, 2021 - College Place Civil Service Commission - Electronic Meeting
Category :	3. REGULAR AGENDA
Access :	Public
Type :	Action
Recommended Action :	Motion to certify the Lateral Police Officer testing results as presented and forward the certified list to the Police Chief.

Public Content

On September 9, 2021, the City of College Place Civil Service Commission approved the Lateral testing process. The testing process has been completed and resulted in two candidates successfully completing the process.

File Attachments

[Lateral Eligibility List for Certification - 12-2021.pdf \(533 KB\)](#)
[Certified Chiefs Lateral List - 12-2021.pdf \(678 KB\)](#)

Administrative File Attachments

[Male - Cooper standards matrix.pdf \(1.981 KB\)](#)
[Lateral Oral Board Scores - 11-2021.pdf \(441 KB\)](#)

Subject :	3.02 Any Other Business for the Good of the Order
Meeting :	Dec 9, 2021 - College Place Civil Service Commission - Electronic Meeting
Category :	3. REGULAR AGENDA
Access :	Public
Type :	Discussion

4. CLOSING ITEMS

Subject :	4.01 Adjourn
Meeting :	Dec 9, 2021 - College Place Civil Service Commission - Electronic Meeting
Category :	4. CLOSING ITEMS
Access :	Public

Type :

Procedural

College Place Civil Service Commission - Electronic Meeting (Thursday, October 28, 2021)

Generated by Shawn Doering on Thursday, October 28, 2021

1. OPENING ITEMS

Procedural: 1.01 Call To Order

Commissioner Wiggins called the meeting to order at 2:01pm.

Procedural: 1.02 Roll Call

PRESENT:

Commission
Members

JoAnn Wiggins, Bill Kelly, Roger Maidment

Staff

Civil Service Secretary, Shawn Doering, City Clerk, Lisa Neissl

MEMBERS EXCUSED:

MEMBERS ABSENT:

2. CONSENT AGENDA

Information: 2.01 Approve Agenda for October 28, 2021

Information, Minutes: 2.02 Approve Minutes from September 9, 2021

Information: 2.03 Approve Payroll from September 2021

Action (Consent): 2.04 Approve Consent Agenda

Commissioner Maidment made a motion to approve the consent agenda which included the agenda for October 28, 2021, the minutes from September 9, 2021, and payroll from September 2021. Second by Commissioner Kelly and the motion passed 3-0.**3. REGULAR AGENDA**

Action: 3.01 Certification of Promotional Sergeant Testing Results

Commissioner Maidment made a motion to certify the Promotional Testing results as presented and forward the certified list to the Police Chief. Second by Commissioner Kelly and the motion passed 3-0.

Information: 3.02 Officer Resignation

Information: 3.03 New hire - Police Department

Information: 3.04 Fire Department employee complete probationary period

Discussion: 3.05 Any Other Business for the Good of the Order

4. CLOSING ITEMS

Procedural: 4.01 Adjourn

Commissioner Maidment motioned to adjourn the meeting at 2:07 pm. Second by Commissioner Wiggins and, with no objection, the meeting adjourned.

Approved:

JoAnn Wiggins

Attest:

Shawn Doering, Civil Service Secretary

The foregoing minutes are the official record of the Civil Service Commission meeting that occurred October 28, 2021. Further detail

may be obtained by reviewing the actual audio recording made during this session.

Civil Service Employee Payroll

Pay Date	Employee	Paid Thru	Position	Hours	Gross Pay
11/3/2021	Boose, John A	10/31/2021	Firefighter	189	7,066.00
11/3/2021	Downs, Emily A	10/31/2021	Firefighter	253	5,475.07
11/3/2021	Drury, Charles O	10/31/2021	Firefighter	238	6,255.78
11/3/2021	Evensen, Patrick J	10/31/2021	Firefighter	235	6,368.47
11/3/2021	Williams, Troy J	10/31/2021	Firefighter	228	5,548.28
11/3/2021	Brink, Brielle M	10/31/2021	Part-time Police Records Clerk	50	1,079.51
11/3/2021	Benfield, Robert D	10/31/2021	Police Lieutenant	168	7,615.00
11/3/2021	Barr, Marianne K	10/31/2021	Chief Clerk - PD	169	4,550.05
11/3/2021	Diaz, Salvador M	10/31/2021	Police Officer	186.25	7,031.75
11/3/2021	Schmick, Dylan E	10/31/2021	Police Officer	180	6,944.10
11/3/2021	Adams, Eric H	10/31/2021	Police Officer	170.25	5,986.92
11/3/2021	Cole, Tanner C	10/31/2021	Police Officer	182	6,880.40
11/3/2021	Duede, Jimmy C	10/31/2021	Police Officer	181	6,446.31
11/3/2021	Fortin, Brian R	10/31/2021	Detective	163	6,684.11
11/3/2021	Harris, Tanner M	10/31/2021	Police Officer	174.5	6,361.00
11/3/2021	Langlois, Joseph T	10/31/2021	Police Officer	162	6,404.96
11/3/2021	Schild, Andrew D	10/31/2021	Police Officer	181.25	5,998.19
11/3/2021	Watkins, Daniel I	10/31/2021	Police Officer	210	6,391.00
11/3/2021	Webber-Williams, Christopher A	10/31/2021	Police Officer	120	4,170.56
11/3/2021	Nordman, Ronald A	10/31/2021	Special Enforcement Officer	171.75	4,720.91
11/3/2021	St Clair, Andrea M	10/31/2021	Records Clerk	169	3,685.62

I certify that, to the best of my knowledge, this is an accurate and complete listing of all Civil Service employees for the City of College Place as of October 31, 2021

Shawn Doering
Civil Service Secretary/Payroll Clerk

JoAnn Wiggins
Commission Chair

City of College Place

625 S College Avenue
College Place, WA 99324
(509)394-8508
FAX: (509)525-5352

December 9, 2021

JoAnn Wiggins, Commission Chair
Roger Maidment, Commission Vice-Chair
Bill Kelly, Commissioner

Dear Commissioners:

As a result of the open and competitive testing process to establish a Lateral-Level Police Officer Eligibility list which concluded on December 7, 2021, the following eligibility list is outlined for your approval and certification:

Lateral Police Officer	
Rank	Name
1	Jackson, Joshua
2	Stedman, Joshua

Respectfully



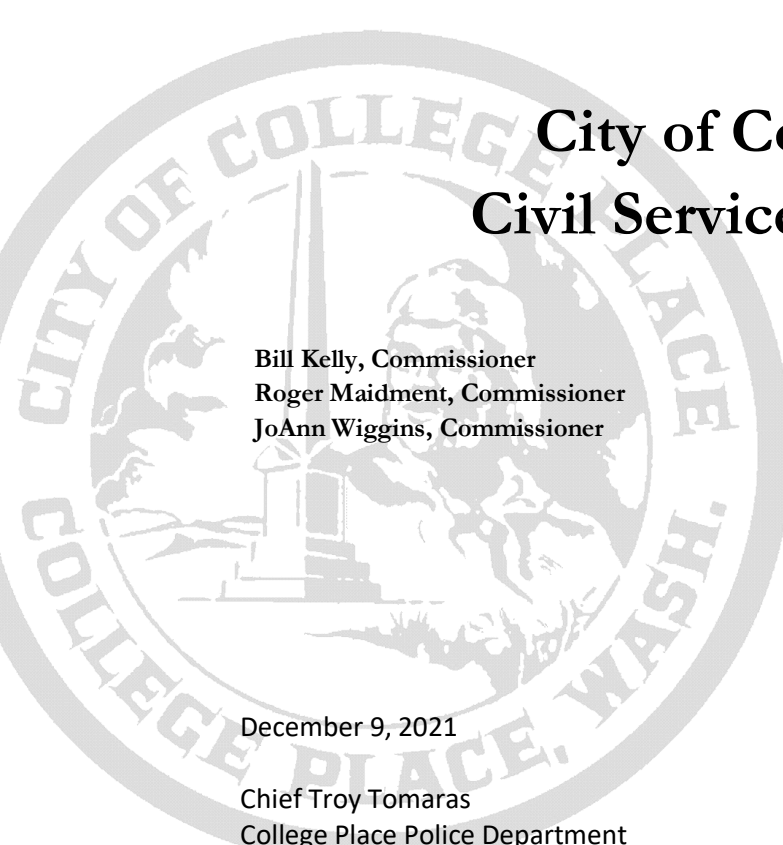
Shawn Doering
Civil Service Secretary

Certified by:

JoAnn Wiggins, Commission Chair

Roger Maidment, Commission Vice-Chair

Bill Kelly, Commissioner



City of College Place

Civil Service Commission

Bill Kelly, Commissioner
Roger Maidment, Commissioner
JoAnn Wiggins, Commissioner

Shawn Doering
Civil Service Secretary
sdoering@cpwa.us
509-394-8508

December 9, 2021

Chief Troy Tomaras
College Place Police Department
619 S College Ave
College Place, WA 99324

Dear Chief Tomaras,

On December 9, 2021, the Civil Service Commission approved an updated eligibility list. Below is the certified list of eligible Lateral-Level Police Officer candidates for the Police Officer position:

Name
Jackson, Joshua
Stedman, Joshua

Respectfully,

JoAnn Wiggins, Commission Chair

Roger Maidment, Commission Vice-Chair

Bill Kelly, Commissioner

New Cooper Age and Gender Base Standards for Law Enforcement

Dynamic Strength (One Minute Push Ups) Male					%	Category
20 - 29	30 - 39	40 - 49	50 - 59	60+		
100	86	64	51	39	99	Superior
62	52	40	39	28	95	
57	46	36	30	26	90	Excellent
51	41	34	28	24	85	
47	39	30	25	23	80	
44	36	29	24	22	75	Good
41	34	26	21	21	70	
39	31	25	20	20	65	
37	30	24	19	18	60	
35	29	22	17	16	55	Fair
33	27	21	15	15	50	
31	25	19	14	12	45	
29	24	18	13	10	40	
27	21	16	11	9	35	Poor
26	20	15	10	8	30	
24	19	13	9.5	7	25	
22	17	11	9	6	20	
19	15	10	7	5	15	Very Poor
18	13	9	6	4	10	
13	9	5	3	2	5	
1,045	790	364	172	26	n= Total # of individuals tested for validation.	

Total n = 2,397

New Cooper Age and Gender Base Standards for Law Enforcement

Dynamic Strength (One Minute Sit Ups) Males						%	Category
-20	20 - 29	30 - 39	40 - 49	50 - 59	60+		
62+	55+	51+	47+	43+	39+	99	Superior
62	55	51	47	43	39	95	
55	52	48	43	39	35	90	Excellent
53	49	45	40	36	31	85	
51	47	43	39	35	30	80	
50	46	42	37	33	28	75	Good
48	45	41	36	31	26	70	
48	44	40	35	30	24	65	
47	42	39	34	28	22	60	
46	41	37	32	27	21	55	Fair
45	40	36	31	26	20	50	
42	39	36	30	25	19	45	
41	38	35	29	24	19	40	
39	37	33	28	22	18	35	Poor
38	35	32	27	21	17	30	
37	35	31	26	20	16	25	
36	33	30	24	19	15	20	
34	32	28	22	17	13	15	Very Poor
33	30	26	22	15	10	10	
27	27	23	17	12	7	5	
-27	-27	-23	-17	-12	-7	1	
46	312	1,431	1,558	919	205	n= Total # of individuals tested for validation.	

Total n = 4,471

New Cooper Age and Gender Base Standards for Law Enforcement

Cardiorespiratory Fitness Test (1.5 Mile Run) Male

% Category

20 - 29	30 - 39	40 - 49	50 - 59	60 - 69	70 - 79		
8:22	8:49	9:02	9:31	10:09	10:27	99	Superior
9:10	9:31	9:47	10:27	11:20	12:25	95	
9:34	9:52	10:09	11:09	12:10	13:25	90	Excellent
9:52	10:14	10:44	11:45	12:53	13:57	85	
10:08	10:38	11:09	12:08	13:25	14:52	80	
10:34	10:59	11:32	12:37	13:58	15:38	75	Good
10:49	11:09	11:52	12:53	14:33	16:22	70	
11:09	11:34	11:58	13:25	14:55	16:46	65	
11:27	11:49	12:25	13:53	15:20	17:37	60	
11:34	11:58	12:53	13:58	15:53	18:05	55	Fair
11:58	12:25	13:05	14:33	16:19	18:39	50	
12:11	12:44	13:25	14:35	16:46	19:19	45	
12:29	12:53	13:50	15:14	17:19	19:43	40	
12:53	13:25	14:10	15:53	17:49	20:28	35	Poor
13:08	13:48	14:33	16:16	18:39	21:28	30	
13:25	14:10	15:00	16:46	19:10	22:22	25	
13:58	14:33	15:32	17:30	20:13	23:55	20	
14:33	15:14	16:09	18:22	21:34	25:49:00	15	Very Poor
15:14	15:56	17:04	19:24	23:27	27:55:00	10	
16:46	17:30	18:39	21:40	25:58:00	30:34:00	5	
20:55	20:55	22:22	27:08:00	31:59:00	33:30:00	1	
2,606	13,158	16,534	9,102	2,682	467	n= Total # of individuals tested for validation.	

Total n = 44,549

Lateral Oral Board Interviews - 11/30/2021

Candidates

Jackson, Joshua
Garrett, Patrick
Stedman, Joshua

Interview Panel Members Scores				Total Score (Max 960)	Percentage
Benfield, R	Langlois, J	Hernandez, R	Schmick, D		
220.5	219	219	213	871.5	90.78%
183.5	189	213	203.5	789	82.19%
214.5	218.5	221	213	867	90.31%

Required
Performed
Score

Physical Ability Test			
Jackson, Joshua (Age 40-49)			Total Score
Push Ups	Sit Ups	1.5 Mile Run	
18	29	13:50	
19	30	12:58	
Pass	Pass	Pass	Pass

Required
Performed
Score

Physical Ability Test			
Garrett, Patrick (Age 50-59)			Total Score
Push Ups	Sit Ups	1.5 Mile Run	
13	24	15:14	

Required
Performed
Score

Physical Ability Test			
Stedman, Joshua (Age 30-39)			Total Score
Push Ups	Sit Ups	1.5 Mile Run	
24	35	12:53	
24	35	12:09	
Pass	Pass	Pass	Pass

*Testing requirements based upon New Cooper Age
and Gender Base Standards for Law Enforcement-40%