

Thursday, July 14, 2022
College Place Civil Service Commission - Hybrid Meeting

12:00 P.M.

In-Person component at 625 S College Avenue, College Place WA

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#894 6424 2285 Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

Link for public: <https://us06web.zoom.us/j/89464242285>

1. OPENING ITEMS

Subject :	1.01 Call To Order
Meeting :	Jul 14, 2022 - College Place Civil Service Commission - Hybrid Meeting
Category :	1. OPENING ITEMS
Access :	Public
Type :	Procedural

Public Content

Subject :	1.02 Roll Call
Meeting :	Jul 14, 2022 - College Place Civil Service Commission - Hybrid Meeting
Category :	1. OPENING ITEMS
Access :	Public
Type :	Information, Procedural

Public Content

Commission Chair RogerMaidment

Commissioner Bill Kelly

Commissioner JoAnn Wiggins

Civil Service Secretary, Shawn Doering

Deputy City Clerk, Sherri St. Clair

Subject :	1.03 Public Comment
Meeting :	Jul 14, 2022 - College Place Civil Service Commission - Hybrid Meeting
Category :	1. OPENING ITEMS

Access : Public
Type : Procedural

2. CONSENT AGENDA

Subject : 2.01 Approve June 9, 2022 Agenda
Meeting : Jul 14, 2022 - College Place Civil Service Commission
- Hybrid Meeting
Category : 2. CONSENT AGENDA
Access : Public
Type : Information
Subject : 2.02 Approve June 9, 2022 Minutes
Meeting : Jul 14, 2022 - College Place Civil Service Commission
- Hybrid Meeting
Category : 2. CONSENT AGENDA
Access : Public
Type : Information, Minutes
Minutes : [View Minutes](#) for Jun 9, 2022 - College Place Civil
Service Commission - Hybrid Me

File Attachments

[6_9_2022_CivilServiceMeetingMinutes.pdf \(135 KB\)](#)

Subject : 2.03 Approve June 2022 Payroll
Meeting : Jul 14, 2022 - College Place Civil Service Commission
- Hybrid Meeting
Category : 2. CONSENT AGENDA
Access : Public
Type : Information

Administrative File Attachments

[06.2022 Payroll Certification.pdf \(424 KB\)](#)

Subject : 2.04 Approve Consent Agenda
Meeting : Jul 14, 2022 - College Place Civil Service Commission
- Hybrid Meeting
Category : 2. CONSENT AGENDA
Access : Public
Type : Action (Consent)
Recommended Action : Motion to approve the consent agenda which includes the
agenda for July 14, 2022, the minutes from June 9, 2022,
and the June 2022 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 Academy Update - Kyle Barker
Meeting :	Jul 14, 2022 - College Place Civil Service Commission - Hybrid Meeting
Category :	3. REGULAR AGENDA
Access :	Public
Type :	Information

Public Content

Kyle Barker is doing well in the Basic Law Enforcement Academy at the Washington State Criminal Justice Training Academy. He will graduate on August 26, 2022.

Subject :	3.02 Part-time Records Clerk - Recruitment
Meeting :	Jul 14, 2022 - College Place Civil Service Commission - Hybrid Meeting
Category :	3. REGULAR AGENDA
Access :	Public
Type :	Information

Public Content

The Chief has made a conditional offer to a candidate on the certified eligible list and she is in the background process.

Subject :	3.03 Police Officer - Recruitment
Meeting :	Jul 14, 2022 - College Place Civil Service Commission - Hybrid Meeting

Category :	3. REGULAR AGENDA
Access :	Public
Type :	Discussion

Public Content

College Place Police Department currently has two open police officer positions. Joshua Jackson submitted his resignation on 6/27/2022 and Robert Benfield retired on 6/15/2022. We have oral board interviews scheduled on July 19 and 20.

Subject :	3.04 Fire Department - Recruitment
Meeting :	Jul 14, 2022 - College Place Civil Service Commission - Hybrid Meeting
Category :	3. REGULAR AGENDA
Access :	Public
Type :	Information

Public Content

The College Place Fire Department has extended conditional offers to three candidates from the certified eligible list. Those candidates are in the background process now.

Subject :	3.05 Any Other Business for the Good of the Order
Meeting :	Jul 14, 2022 - College Place Civil Service Commission - Hybrid Meeting
Category :	3. REGULAR AGENDA
Access :	Public
Type :	Discussion

4. CLOSING ITEMS

Subject :	4.01 Conclusion - Motion to conclude the meeting
Meeting :	Jul 14, 2022 - College Place Civil Service Commission - Hybrid Meeting
Category :	4. CLOSING ITEMS
Access :	Public
Type :	Procedural

College Place Civil Service Commission - Hybrid Meeting (Thursday, June 9, 2022)*Generated by Shawn Doering on Thursday, June 9, 2022***1. OPENING ITEMS**

Procedural: 1.01 Call To Order

Chair Maidment called the meeting to order at 12:00PM.

Information, Procedural: 1.02 Roll Call

PRESENT:

Commission
Members Roger Maidment;
 Bill Kelly;
 JoAnn Wiggins

Staff Civil Service Secretary, Shawn Doering;
 City Clerk, Lisa R. Neissl

MEMBERS EXCUSED:**MEMBERS ABSENT:**

Procedural: 1.03 Public Comment

There was no public comment.**2. CONSENT AGENDA**

Information: 2.01 Approve June 9, 2022 Agenda

Information, Minutes: 2.02 Approve April 14, 2022 Minutes

Information: 2.03 Approve April and May 2022 Payroll

Action (Consent): 2.04 Approve Consent Agenda

Commissioner Wiggins made a motion to approve the consent agenda which includes the agenda for June 9, 2022, the minutes from April 14, 2022, and the April & May 2022 payroll. Second by Commissioner Kelly and the motion passed 3-0.**3. REGULAR AGENDA**

Action: 3.01 Firefighter Eligibility List

Commissioner Wiggins made a motion to approve the Firefighter Eligibility List and certify the top six names to the Chief. Second by Commissioner Kelly and the motion passed 3-0.

Action: 3.02 Part-time Records Clerk Eligibility List

Commissioner Kelly made a motion to approve the Part-time Records Clerk Eligibility List as presented and certify the top three candidates to the Chief. Second by Commissioner Wiggins and the motion passed 3-0.

Discussion: 3.03 Any Other Business for the Good of the Order

Civil Service Secretary, Shawn Doering, reported that the recently hired entry-level officer was currently attending academy.**4. CLOSING ITEMS**

Procedural: 4.01 Conclusion - Motion to conclude the meeting

Commissioner Wiggins made a motion to conclude the meeting at 12:06PM. With no objections, the meeting ended.

Approved:

Roger Maidment

Attest:

Shawn Doering, Civil Service Secretary

The foregoing minutes are the official record of the Civil Service Commission meeting that occurred June 9, 2022. Further detail may be obtained by reviewing the actual audio recording made during this session.

Civil Service Employee Payroll

Pay Date	Employee	Paid Thru	Group	Hours	Gross Pay
7/6/2022	Boose, John A	6/30/2022	Firefighter Union	192	6,105.74
7/6/2022	Downs, Emily A	6/30/2022	Firefighter Union	231	6,139.04
7/6/2022	Drury, Charles O	6/30/2022	Firefighter Union	240	6,055.74
7/6/2022	Evensen, Patrick J	6/30/2022	Firefighter Union	207	7,318.90
7/6/2022	Williams, Troy J	6/30/2022	Firefighter Union	240	6,153.46
7/6/2022	Benfield, Robert D	6/30/2022	Non-Union Exempt	90	20,758.50
7/6/2022	Barr, Marianne K	6/30/2022	Non-Union Non-Exempt	176	4,646.00
7/6/2022	Diaz, Salvador M	6/30/2022	Non-Union Non-Exempt	166.5	8,076.14
7/6/2022	Schmick, Dylan E	6/30/2022	Non-Union Non-Exempt	186.5	7,916.88
7/6/2022	Adams, Eric H	6/30/2022	Police Union	190	6,271.00
7/6/2022	Barker, Kyle A	6/30/2022	Police Union	176	5,043.00
7/6/2022	Cole, Tanner C	6/30/2022	Police Union	182	6,554.52
7/6/2022	Duede, Jimmy C	6/30/2022	Police Union	160	6,706.00
7/6/2022	Fortin, Brian R	6/30/2022	Police Union	180	6,840.00
7/6/2022	Harris, Tanner M	6/30/2022	Police Union	169	6,676.00
7/6/2022	Jackson, Joshua	6/30/2022	Police Union	163.5	6,244.73
7/6/2022	Langlois, Joseph T	6/30/2022	Police Union	179	7,003.38
7/6/2022	Rhodes, Brandon L	6/30/2022	Police Union	160	6,326.00
7/6/2022	Schild, Andrew D	6/30/2022	Police Union	180	6,418.00
7/6/2022	Watkins, Daniel I	6/30/2022	Police Union	189	7,228.36
7/6/2022	Nordman, Ronald A	6/30/2022	Public Emp Union	180	4,994.33
7/6/2022	St Clair, Andrea M	6/30/2022	Public Emp Union	177.25	3,931.06

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 June 30, 2022

Shawn Doering
Civil Service Secretary/Payroll Clerk

Roger Maidment
Commission Chair