

College Place Civil Service Commission - Special Hybrid Meeting (Thursday, April 18, 2024)*Generated by Shawn Doering on Tuesday, April 18, 2024***1. OPENING ITEMS**

Procedural: 1.01 Call To Order

Commissioner Kelly called the meeting to order at 12:01 PM.

Information, Procedural: 1.02 Roll Call

PRESENT:

Commission Members	Anthony Boyle; Bill Kelly; JoAnn Wiggins
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Staff	Civil Service Secretary, Shawn Doering; City Clerk, Sherri St. Clair
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MEMBERS EXCUSED:**MEMBERS ABSENT:**

Procedural: 1.03 Public Comment

None**2. CONSENT AGENDA**

Information: 2.01 Approval of the April 18, 2024 Agenda

Minutes: 2.02 Approval of the April 11, 2024 Minutes

Action (Consent): 2.03 Approve Consent Agenda

Commissioner Wiggins made a motion to approve the consent agenda which included the agenda for April 18, 2024, and the minutes from April 11, 2024. Second by Commissioner Boyle and the motion passed 3-0.**3. REGULAR AGENDA**

Action: 3.01 Certification of the Fire Lieutenant Eligibility List

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

Action: 3.02 Certification of the Fire Marshal Eligibility List

Commissioner Boyle made a motion to approve the Fire Marshal Eligibility List and certify the only qualified applicant to the Chief. Second by Commissioner Wiggins and the motion passed 3-0.

Action: 3.03 Cancellation of the May meeting

Commissioner Wiggins made a motion to cancel the May 9, 2024 regular Civil Service Meeting. Second by Commissioner Boyle and the motion passed 3-0.

Action: 3.04 Any Other Business for the Good of the Order

There was some conversation about electing a Chair and Vice Chair at the next regular meeting which Commissioner Wiggins may not be able to attend. She will let me know.

4. CLOSING ITEMS

Procedural: 4.01 Conclusion - Motion to conclude the meeting

Commissioner Wiggins made a motion to conclude the meeting at 12:09 PM. Second by Commissioner Boyle and, with no objection, the meeting concluded.

Approved:

City of College Place
Civil Service Commission

Anthony Boyle, Commissioner
Bill Kelly, Commission Vice-Chair
JoAnn Wiggins, Commissioner

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

April 17, 2024

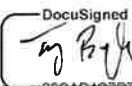
Chief David Winter
College Place Fire Department
629 S College Ave
College Place, WA 99324

Dear Chief Winter,

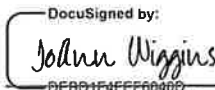
On April 18, 2024, the Civil Service Commission approved an updated certified eligibility list. Per Civil Service Rule 10.05.05, six names are being certified as there are four open Fire Lieutenant positions. Below are the certified eligible applicants for the position of Fire Lieutenant:

Name
Bartlett, Logan
Downs, Emily
Drury, Charlie
Evensen, Patrick
Nilsson, Trenton
Williams, Troy

Respectfully,

DocuSigned by:

30CAB4C7D714422
Anthony Boyle,
Commissioner


Bill Kelly,
Commissioner

DocuSigned by:

DE8D1F4FEF6048D...
JoAnn Wiggins,
Commissioner

City of College Place

Civil Service Commission

Anthony Boyle, Commissioner
Bill Kelly, Commission Vice-Chair
JoAnn Wiggins, Commissioner

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

April 17, 2024

Chief David Winter
College Place Fire Department
629 S College Ave
College Place, WA 99324

Dear Chief Winter,

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Respectfully,

Anthony Boyle,
Commissioner



Bill Kelly,
Commissioner

JoAnn Wiggins,
Commissioner



CITY OF COLLEGE PLACE

HUMAN RESOURCES DEPARTMENT

625 South College Avenue
College Place, WA 99324
509-529-1200

April 17, 2024

Anthony Boyle, Commissioner
Bill Kelly, Commission Vice-Chair
JoAnn Wiggins, Commissioner

Re: Fire Lieutenant Testing

Dear Commissioners:

As a result of the open and competitive testing process, which concluded on April 11, 2024, to establish a Fire Lieutenant Eligibility List, the following list is outlined for your approval and certification:

Rank	Name
1	Evensen, Patrick
2	Downs, Emily
3	Williams, Troy
4	Drury, Charlie
5	Bartlett, Logan
6	Nilsson, Trenton

Respectfully,

Shawn Doering
Civil Service Secretary

Certified by:

DocuSigned by:

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Anthony Boyle, Commissioner

Bill Kelly, Commissioner

DocuSigned by:

DEBD1F4FEF8040B

JoAnn Wiggins, Commissioner



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April 17, 2024

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3	Williams, Troy
4	Drury, Charlie
5	Bartlett, Logan
6	Nilsson, Trenton

Respectfully,

A handwritten signature in blue ink that reads 'Shawn Doering'.

Shawn Doering
Civil Service Secretary

Certified by:

Anthony Boyle, Commissioner

Bill Kelly, Commissioner

JoAnn Wiggins, Commissioner



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April 17, 2024

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Bill Kelly, Commission Vice-Chair
JoAnn Wiggins, Commissioner

Re: Fire Marshal Testing

Dear Commissioners:

As a result of the open and competitive testing process, which concluded on April 11, 2024, to establish a Fire Marshal Eligibility List, the following list is outlined for your approval and certification:

Rank	Name
1	Boose, John

Respectfully,

Shawn Doering
Civil Service Secretary

Certified by:

DocuSigned by:

38CAB467D714422

Anthony Boyle, Commissioner

Bill Kelly, Commissioner

DocuSigned by:

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JoAnn Wiggins, Commissioner

City of College Place

Civil Service Commission

Anthony Boyle, Commissioner
Bill Kelly, Commission Vice-Chair
JoAnn Wiggins, Commissioner

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

April 17, 2024

Chief David Winter
College Place Fire Department
629 S College Ave
College Place, WA 99324

Dear Chief Winter,

On April 18, 2024, the Civil Service Commission approved an updated certified eligibility list. Below is the certified eligible applicant for the position of Fire Marshal:

Name
Boose, John

Respectfully,

Anthony Boyle, Commissioner

Bill Kelly, Commissioner

JoAnn Wiggins, Commissioner

City of College Place Civil Service Commission

Anthony Boyle, Commissioner
Bill Kelly, Commission Vice-Chair
JoAnn Wiggins, Commissioner

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April 17, 2024

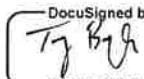
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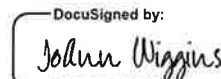
Name
Boose, John

Respectfully,

DocuSigned by:

30CAB4C7D71A422

Anthony Boyle, Commissioner


Bill Kelly, Commissioner

DocuSigned by:

DEBD1F4FEF6040B...
JoAnn Wiggins, Commissioner



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Rank	Name
1	Boose, John

Respectfully,

A handwritten signature in blue ink, reading 'Shawn Doering'.

Shawn Doering
Civil Service Secretary

Certified by:

Anthony Boyle, Commissioner

A handwritten signature in black ink, reading 'Bill Kelly'.

Bill Kelly, Commissioner

JoAnn Wiggins, Commissioner