

Thursday, October 10, 2024
College Place Civil Service Commission - Hybrid Meeting

12:00 P.M.

In-Person at College Place City Hall, 625 S College Avenue, College Place Washington

Agenda: <https://go.boarddocs.com/wa/cocp/Board.nsf/goto?open&id=D9VLA9559504>

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# 863 7031 6204

Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

Link for public: <https://us06web.zoom.us/j/86370316204>

1. OPENING ITEMS

Subject :	1.01 Call To Order
Meeting :	Oct 10, 2024 - College Place Civil Service Commission - Hybrid Meeting
Category :	1. OPENING ITEMS
Access :	Public
Type :	Procedural

Public Content

Subject :	1.02 Roll Call
Meeting :	Oct 10, 2024 - College Place Civil Service Commission - Hybrid Meeting
Category :	1. OPENING ITEMS
Access :	Public
Type :	Information, Procedural

Public Content

Commission Chair - Bill Kelly

Commission Vice Chair - Anthony Boyles

Commissioner JoAnn Wiggins

Human Resources Manager/Civil Service Secretary - Shawn Doering

City Clerk - Maryelizabeth Garcia

Subject :	1.03 Public Comment
Meeting :	Oct 10, 2024 - College Place Civil Service

Commission - Hybrid Meeting

Category :

1. OPENING ITEMS

Access :

Public

Type :

Procedural

2. CONSENT AGENDA

Subject :

2.01 Approve October 10, 2024 Agenda

Meeting :

Oct 10, 2024 - College Place Civil Service
Commission - Hybrid Meeting

Category :

2. CONSENT AGENDA

Access :

Public

Type :

Information

Subject :

2.02 Approve August 8, 2024 Minutes

Meeting :

Oct 10, 2024 - College Place Civil Service
Commission - Hybrid Meeting

Category :

2. CONSENT AGENDA

Access :

Public

Type :

Minutes

Minutes :

[View Minutes](#) for Aug 8, 2024 - College Place Civil
Service Commission - Hybrid Me

File Attachments

[08_08_2024_CivilServiceMeetingMinutes.pdf \(128 KB\)](#)

Subject :

2.03 Approve August & September, 2024 Payroll

Meeting :

Oct 10, 2024 - College Place Civil Service
Commission - Hybrid Meeting

Category :

2. CONSENT AGENDA

Access :

Public

Type :

Information

File Attachments

[08.2024 Payroll Certification.pdf \(116 KB\)](#)

[09.2024 Payroll Certification.pdf \(116 KB\)](#)

Subject :

2.04 Approve Consent Agenda

Meeting :

Oct 10, 2024 - 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 October 10, 2024, the minutes from August 8, 2024, and the August & September, 2024 payroll.

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 Entry-Level Police Officer Oral Board Interviews
Meeting :	Oct 10, 2024 - College Place Civil Service Commission - Hybrid Meeting
Category :	3. REGULAR AGENDA
Access :	Public
Type :	Information

Public Content

Entry-Level Police Officer Oral Board Interviews will take place on October 28 & 29, 2024. Results and a new updated eligibility list will be presented for approval at the November 14 meeting.

Subject :	3.02 Civil Service Conference Discussion
Meeting :	Oct 10, 2024 - College Place Civil Service Commission - Hybrid Meeting
Category :	3. REGULAR AGENDA
Access :	Public
Type :	Discussion
Subject :	3.03 Any Other Business for the Good of the Order
Meeting :	Oct 10, 2024 - 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 :	Oct 10, 2024 - College Place Civil Service Commission - Hybrid Meeting
Category :	4. CLOSING ITEMS
Access :	Public

Type :

Procedural

College Place Civil Service Commission - Hybrid Meeting (Thursday, August 8, 2024)
Generated by Shawn Doering on Thursday, August 8, 2024

1. OPENING ITEMS

Procedural: 1.01 Call To Order

Commissioner Kelly called the meeting to order at 12:02 PM.

Information, Procedural: 1.02 Roll Call

PRESENT:

Commission Members	Bill Kelly; JoAnn Wiggins
Staff	Human Resources Manager, Civil Service Secretary, Shawn Doering Deputy City Clerk, Athen Reid Anthony Boyle

MEMBERS EXCUSED:
MEMBERS ABSENT:

Procedural: 1.03 Public Comment

None

2. CONSENT AGENDA

Information: 2.01 Approve August 8, 2024 Agenda
Minutes: 2.02 Approve July 11, 2024 Minutes
Information: 2.03 Approve July 2024 Payroll
Action (Consent): 2.04 Approve Consent Agenda

Commissioner Wiggins made a motion to approve the consent agenda which included the agenda for August 8, 2024, the minutes from July 11, 2024 and the July 2024 payroll. Second by Commissioner Kelly and the motion passed 2-0.

3. REGULAR AGENDA

Action: 3.01 Entry-level Police Officer Testing

Commissioner Wiggins made a motion to approve the Entry-level Police Officer testing process as presented. Second by Commissioner Kelly and the motion passed 2-0.

4. CLOSING ITEMS

Procedural: 4.01 Conclusion - Motion to conclude the meeting

Commissioner Wiggins made a motion to conclude the meeting at 12:07 PM. Second by Commissioner Kelly and, with no objection, the meeting concluded.

Approved:

Bill Kelly

Attest:

Shawn Doering, Civil Service Secretary

The foregoing minutes are the official record of the Civil Service Commission meeting that occurred August 8, 2024. Further detail may be obtained by reviewing the actual audio recording made during this session.

College Place Civil Service Commission - Hybrid Meeting (Thursday, August 8, 2024)
Generated by Shawn Doering on Thursday, August 8, 2024

1. OPENING ITEMS

Procedural: 1.01 Call To Order

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Information, Procedural: 1.02 Roll Call

PRESENT:

Commission Members	Bill Kelly; JoAnn Wiggins
Staff	Human Resources Manager, Civil Service Secretary, Shawn Doering Deputy City Clerk, Athen Reid Anthony Boyle

MEMBERS EXCUSED:
MEMBERS ABSENT:

Procedural: 1.03 Public Comment

None

2. CONSENT AGENDA

Information: 2.01 Approve August 8, 2024 Agenda
Minutes: 2.02 Approve July 11, 2024 Minutes
Information: 2.03 Approve July 2024 Payroll
Action (Consent): 2.04 Approve Consent Agenda

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Approved:

Bill Kelly

Attest:

Shawn Doering, Civil Service Secretary

The foregoing minutes are the official record of the Civil Service Commission meeting that occurred August 8, 2024. 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
10/3/2024	Adams, Eric H	9/30/2024	Police Officer	174	\$ 8,050.70
10/3/2024	Barker, Kyle A	9/30/2024	Police Officer	173.75	\$ 7,266.35
10/3/2024	Barr, Marianne K	9/30/2024	Chief Clerk - PD	168.63	\$ 4,996.00
10/3/2024	Bartlett, Logan K	9/30/2024	Firefighter	248	\$ 7,481.77
10/3/2024	Bennett, George	9/30/2024	Police Officer	212.75	\$ 9,245.41
10/3/2024	Boose, John A	9/30/2024	Firefighter	182	\$ 7,899.90
10/3/2024	Bushkovskiy, Anton P	9/30/2024	Police Officer	178.64	\$ 7,171.51
10/3/2024	Cole, Tanner C	9/30/2024	Police Officer	229	\$ 9,843.45
10/3/2024	Dennis, Austin	9/30/2024	Police Officer	145	\$ 6,157.18
10/3/2024	Diaz, Salvador M	9/30/2024	Patrol Sergeant	191.64	\$ 9,298.49
10/3/2024	Downs, Emily A	9/30/2024	Firefighter	296	\$ 10,268.88
10/3/2024	Drury, Charles O	9/30/2024	Firefighter	248	\$ 7,008.83
10/3/2024	Erb, Brittney E	9/30/2024	Firefighter	266	\$ 7,240.03
10/3/2024	Evensen, Patrick J	9/30/2024	Firefighter	219	\$ 9,216.28
10/3/2024	Fortin, Brian R	9/30/2024	Detective	223.13	\$ 9,008.22
10/3/2024	Gonzalez-Cazares, Estela	9/30/2024	Police Officer	200.75	\$ 7,571.51
10/3/2024	Graham, Jayme L	9/30/2024	Part-time Records Clerk	27	\$ 631.53
10/3/2024	Harris, Tanner M	9/30/2024	Police Officer	228	\$ 11,988.29
10/3/2024	Kates, Courtney	9/30/2024	Police Officer	162.5	\$ 7,373.61
10/3/2024	Langlois, Joseph T	9/30/2024	Detective	162	\$ 7,717.14
10/3/2024	Nilsson, Trenton M	9/30/2024	Firefighter	323	\$ 10,503.60
10/3/2024	Nordman, Ronald A	9/30/2024	Special Enforcement Officer	160	\$ 5,522.50
10/3/2024	Rhodes, Brandon L	9/30/2024	Police Officer	177	\$ 8,997.02
10/3/2024	Schild, Andrew D	9/30/2024	Police Officer	190.38	\$ 7,850.75
10/3/2024	Schmick, Dylan E	9/30/2024	Patrol Sergeant	188.63	\$ 9,409.64
10/3/2024	St Clair, Andrea M	9/30/2024	Records Clerk	177	\$ 4,801.98
10/3/2024	Watkins, Daniel I	9/30/2024	Police Officer	195.5	\$ 9,476.16
10/3/2024	Williams, Troy J	9/30/2024	Firefighter	248	\$ 6,908.83

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 September 30, 2024.

Shawn Doering
Civil Service Secretary/Payroll Clerk

Bill Kelly
Commission Chair