

Thursday, January 9, 2025
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=AUALS857EB5B>

Meeting may be viewed live on:

City of College Place, Washington YouTube: https://www.youtube.com/channel/UCbx3qrqzLDL_05NusReSI-g/featured

Zoom Link for Public: <https://us06web.zoom.us/j/85352939057>

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

ID#85352939057

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

1. OPENING ITEMS

Subject :	1.01 Call To Order
Meeting :	Jan 9, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category :	1. OPENING ITEMS
Access :	Public
Type :	Procedural
Subject :	1.02 Roll Call
Meeting :	Jan 9, 2025 - 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 Boyle

Commissioner JoAnn Wiggins

Interim Civil Service Secretary - DaShari Schmick

City Clerk - Maryelizabeth Garcia

Subject :	1.03 Public Comment
Meeting :	Jan 9, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category :	1. OPENING ITEMS
Access :	Public
Type :	Procedural

2. CONSENT AGENDA

Subject :	2.01 Approve Agenda for January 9, 2025
Meeting :	Jan 9, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category :	2. CONSENT AGENDA
Access :	Public
Type :	Action (Consent)

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.

Subject :	2.02 Approve Minutes from December 12, 2024
Meeting :	Jan 9, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category :	2. CONSENT AGENDA
Access :	Public
Type :	Action (Consent), Minutes
Minutes :	View Minutes for Dec 12, 2024 - College Place Civil Service Commission - Hybrid Me

File Attachments

[12_12_2024_CivilServiceMeetingMinutes.pdf \(116 KB\)](#)

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.

Subject :	2.03 Approve Payroll from December 2024
Meeting :	Jan 9, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category :	2. CONSENT AGENDA
Access :	Public
Type :	Action (Consent)

Public Content

Some higher gross wages and hours due to end of year comp time cashouts.

File Attachments

[12.2024 Payroll Certification.pdf \(428 KB\)](#)

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.

Subject :	2.04 Approve Consent Agenda
Meeting :	Jan 9, 2025 - 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 January 9, 2025, the minutes from December 12, 2024, and the December 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 Any Other Business for the Good of the Order
Meeting :	Jan 9, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category :	3. REGULAR AGENDA
Access :	Public
Type :	Discussion, Information

4. REPORTS

5. CLOSING ITEMS

Subject :	5.01 Conclusion - Motion to conclude the meeting
Meeting :	Jan 9, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category :	5. CLOSING ITEMS
Access :	Public

Type :

Procedural

College Place Civil Service Commission - Hybrid Meeting (Thursday, December 12, 2024)

Generated by DaShari Schmick on Thursday, December 12, 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

Bill Kelly;
JoAnn Wiggins;
Anthony Boyle

Staff

Deputy Finance Director / HR Assistant, Interim Civil Service Secretary, DaShari Schmick
City Clerk, Maryelizabeth Garcia

MEMBERS EXCUSED:

MEMBERS ABSENT:

Procedural: 1.03 Public Comment

None

2. CONSENT AGENDA

Minutes: 2.01 Approve Agenda for December 12, 2024

Information, Minutes: 2.02 Approve Minutes from November 14, 2024

Information: 2.03 Approve Payroll from November 2024

Action (Consent): 2.04 Approve Consent Agenda

Commissioner Wiggins made a motion to approve the consent agenda which included the agenda for December 12, 2024, the minutes from November 14, 2024 and the November 2024 payroll. Second by Commissioner Boyle and the motion passed 3-0.

3. REGULAR AGENDA

Discussion: 3.01 Any Other Business for the Good of the Order

None

5. CLOSING ITEMS

Procedural: 5.01 Conclusion - Motion to conclude the meeting

Commissioner Boyle made a motion to conclude the meeting at 12:03 PM. Second by Commissioner Wiggins and, with no objection, the meeting concluded.

Approved:

Bill Kelly

Attest:

DaShari Schmick, Interim Civil Service Secretary

The foregoing minutes are the official record of the Civil Service Commission meeting that occurred December 12, 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
1/6/2025	Adams, Eric H	12/31/2024	Police Officer	185	\$ 6,719.61
1/6/2025	Barker, Kyle A	12/31/2024	Police Officer	237.38	\$ 7,129.38
1/6/2025	Barr, Marianne K	12/31/2024	Chief Clerk - PD	178.26	\$ 5,089.96
1/6/2025	Bartlett, Logan K	12/31/2024	Firefighter	292	\$ 7,911.55
1/6/2025	Bennett, George	12/31/2024	Police Officer	288.93	\$ 11,241.70
1/6/2025	Boose, John A	12/31/2024	Firefighter	197	\$ 6,931.61
1/6/2025	Bushkovskiy, Anton P	12/31/2024	Police Officer	247.29	\$ 8,862.94
1/6/2025	Cole, Tanner C	12/31/2024	Police Officer	209.75	\$ 10,231.27
1/6/2025	Dennis, Austin	12/31/2024	Police Officer	184.63	\$ 8,518.49
1/6/2025	Diaz, Salvador M	12/31/2024	Patrol Sergeant	280.94	\$ 12,186.27
1/6/2025	Downs, Emily A	12/31/2024	Firefighter	241	\$ 7,610.69
1/6/2025	Drury, Charles O	12/31/2024	Firefighter	319.5	\$ 6,587.67
1/6/2025	Erb, Brittney E	12/31/2024	Firefighter	317	\$ 8,479.99
1/6/2025	Evensen, Patrick J	12/31/2024	Firefighter	230	\$ 7,322.88
1/6/2025	Fortin, Brian R	12/31/2024	Detective	231.13	\$ 9,950.67
1/6/2025	Gonzalez-Cazares, Estela	12/31/2024	Police Officer	192.75	\$ 6,726.87
1/6/2025	Graham, Jayme L	12/31/2024	Part-time Records Clerk	36	\$ 842.04
1/6/2025	Harris, Tanner M	12/31/2024	Police Officer	289.01	\$ 12,592.17
1/6/2025	Kates, Courtney	12/31/2024	Police Officer	245.25	\$ 9,417.10
1/6/2025	Langlois, Joseph T	12/31/2024	Detective	186	\$ 6,377.17
1/6/2025	Nilsson, Trenton M	12/31/2024	Firefighter	279	\$ 7,615.92
1/6/2025	Nordman, Ronald A	12/31/2024	Special Enforcement Officer	171.63	\$ 5,569.91
1/6/2025	Rhodes, Brandon L	12/31/2024	Police Officer	221.44	\$ 10,243.01
1/6/2025	Schild, Andrew D	12/31/2024	Police Officer	225.16	\$ 9,145.31
1/6/2025	Schmick, Dylan E	12/31/2024	Patrol Sergeant	185.03	\$ 9,595.56
1/6/2025	St Clair, Andrea M	12/31/2024	Records Clerk	176	\$ 4,455.00
1/6/2025	Watkins, Daniel I	12/31/2024	Police Officer	203.5	\$ 8,950.69
1/6/2025	Williams, Troy J	12/31/2024	Firefighter	264	\$ 6,229.41

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 December 31, 2024

DaShari Schmick
Interim Civil Service Secretary/Payroll Clerk

Bill Kelly
Commission Chair