

College Place Civil Service Commission - Hybrid Meeting (Thursday, July 10, 2025)

Generated by DaShari Schmick on Wednesday, July 9, 2025

1. OPENING ITEMS

Procedural: 1.01 Call To Order

Commissioner Kelly called the meeting to order at 12:00 PM

Information, Procedural: 1.02 Roll Call

PRESENT:

Commission Bill Kelly;

Members

JoAnn Wiggins;

Anthony Boyle

Staff

Deputy Finance Director / HR Assistant, Interim Civil Service Secretary, DaShari Schmick

Deputy City Clerk, Rhett Beardemphl

MEMBERS EXCUSED: Anthony Boyle

MEMBERS ABSENT:

Procedural: 1.03 Public Comment

None

2. CONSENT AGENDA

Action (Consent): 2.01 Approve Agenda for July 10th, 2025

Action (Consent), Minutes: 2.02 Approve Minutes from June 12th, 2025

ion (Consent): 2.03 Approve Payroll from June 2025

ion (Consent): 2.04 Approve Consent Agenda

Commissioner Wiggins made a motion to approve the consent agenda which included the agenda for July 10th, 2025, the minutes from June 12th, 2025 and the June 2025 payroll. Second by Commissioner Kelly and the motion passed 2-0.

3. REGULAR AGENDA

Discussion, Information: 3.01 Update Fire Eligibility List

Commissioner Wiggins made a motion to approve the Fire Eligibility List and certify the top three names to the Fire Chief. Second by Commissioner Kelly and the motion passes 2-0.

Action (Consent): 3.02 Any Other Business for the Good of the Order

None.

4. CLOSING ITEMS

Procedural: 4.01 Conclusion - Motion to conclude the meeting

Commissioner Wiggins made a motion to conclude the meeting at 12:04 PM. Second by Commissioner Kelly and, with no objection, the meeting concluded.

Approved:


Bill Kelly

Attest:


DaShari Schmick



CITY OF COLLEGE PLACE

HUMAN RESOURCES DEPARTMENT

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

July 9, 2025

Anthony Boyle, Commissioner
Bill Kelly, Commissioner
JoAnn Wiggins, Commissioner

Re: Firefighter Testing

Dear Commissioners:

As a result of the open and competitive testing process, which concluded on July 9, 2025, to establish a Firefighter Eligibility List, the following list is outlined for your approval and certification:

Firefighter		
Rank	Name	Score
1	Hutchens, Grady	84.80
2	Martinez, Samuel	84.25
3	Renwick, Aidan	83.58
4	Smith, Bethany	82.54
5	Read, Cooper	81.58
6	Bollinger, Tanner	80.50
7	Overson, Connor	75.36
8	Phenicie, Keller	75.31

Respectfully,

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

Shawn Doering
Civil Service Secretary

Certified by:

Anthony Boyle, Commissioner

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

Bill Kelly, Commissioner

A handwritten signature in blue ink, reading 'JoAnn Wiggins'.

JoAnn Wiggins, Commissioner

City of College Place

Civil Service Commission

Anthony Boyle, Commissioner
Bill Kelly, Commissioner
JoAnn Wiggins, Commissioner

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

July 9, 2025

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

Dear Chief Winter,

On 7/10/2025, the Civil Service Commission approved an updated certified eligibility list. Per Civil Service Rule 10.05.05, three names are being certified. Below are the certified eligible applicants for the position of Firefighter:

Name
Hutchens, Grady
Martinez, Samuel
Renwick, Aidan

Respectfully,



Bill Kelly, Commissioner

Anthony Boyle, Commissioner

JoAnn Wiggins, Commissioner

City of College Place Civil Service Commission

Anthony Boyle, Commissioner
Bill Kelly, Commissioner
JoAnn Wiggins, Commissioner

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

July 9, 2025

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

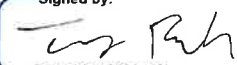
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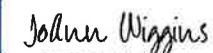
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Name
Hutchens, Grady
Martinez, Samuel
Renwick, Aidan

Respectfully,


Bill Kelly, Commissioner

Signed by:  8/8/2025
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Anthony Boyle, Commissioner

DocuSigned by:  8/8/2025
DEBD1F4FEF8040D
JoAnn Wiggins, Commissioner



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Respectfully,

Shawn Doering
Civil Service Secretary

Certified by:

Signed by: 8/8/2025
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Anthony Boyle, Commissioner

Bill Kelly, Commissioner

DocuSigned by:

8/8/2025
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JoAnn Wiggins, Commissioner