

Thursday, September 11, 2025
College Place Civil Service Commission - Hybrid Meeting

12:00 P.M.

Meeting may be viewed at: Live Stream on City of College Place, Washington YouTube at https://www.youtube.com/channel/UCbx3qrqzLDL_05NusReSI-g/featured

Agenda: <https://go.boarddocs.com/wa/cocp/Board.nsf/goto?open&id=DKWNFB5F2890>

Zoom: <https://us06web.zoom.us/j/86117439039>

Or you may call this number to listen: 1-669-900-9128 ID#86117439039

1. OPENING ITEMS

Subject :	1.01 Call To Order
Meeting :	Sep 11, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category :	1. OPENING ITEMS
Access :	Public
Type :	Procedural
Subject :	1.02 Roll Call
Meeting :	Sep 11, 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
HR Director - Shawn Doering
Deputy City Clerk - Rhett Beardemphl

Subject :	1.03 Public Comment
Meeting :	Sep 11, 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 September 11, 2025
Meeting :	Sep 11, 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 August 14, 2025
Meeting : Sep 11, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category : 2. CONSENT AGENDA
Access : Public
Type : Action (Consent), Minutes
Minutes : [View Minutes](#) for Aug 14, 2025 - College Place Civil Service Commission - Hybrid Meeting

File Attachments

[08_14_2025_CivilServiceMeetingMinutes.pdf \(144 KB\)](#)

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 August 2025
Meeting : Sep 11, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category : 2. CONSENT AGENDA
Access : Public
Type :

Public Content

File Attachments

[8.2025 Payroll Certification.pdf \(118 KB\)](#)

Subject : 2.04 Approve Consent Agenda
Meeting : Sep 11, 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 September 11, 2025, the minutes from August 14, 2025, and the August 2025 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 2025 Civil Service Conference
Meeting :	Sep 11, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category :	3. REGULAR AGENDA
Access :	Public
Type :	Discussion, Information

Public Content

For the past several years the Civil Service Conference was offered virtually at no cost. They are changing that up this year and will be charging for the conference. Let me know if you are able to attend and I will get you registered.

Tuesday, October 21 - Day One

Public Safety Testing's Annual Business Meeting

9:00 a.m. to 12:00 p.m. Pacific Time

Basic Training for New Commissioners & Staff

1:00 p.m. to 4:00 p.m. Pacific Time

Wednesday, October 22 - Day Two

Civil Service Conference Main Sessions

9:00 a.m. to 4:00 p.m. Pacific Time

Multiple speakers

Planned topics include:

- DEI in Employment: What Has Changed and What Has Not
- Recruiting
- Managing the Eligible Register and Other Efficiencies to Satisfy Civil Service Responsibilities
- Public Safety Testing Update & Current Issues
- 47 Years of Civil Service LookingBack on an Anachronistic System of Hiring
- Foster Garvey's Annual Legal Update

4. REPORTS

Subject :	4.01 Comprehensive Plan - Periodic Update
Meeting :	Sep 11, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category :	4. REPORTS
Access :	Public
Type :	

Public Content

The City of College Place is going through a Comprehensive Plan Update.

Follow along with the process here: <https://college-place-comp-plan-j-u-b.hub.arcgis.com/>

We encourage you to:

1. Take the Community Survey, which will be live September 25 - November 1.
2. Attend the Comp. Plan Open House, October 28th.
3. Spread the word!

5. CLOSING ITEMS

Subject :	5.01 Any Other Business for the Good of the Order
Meeting :	Sep 11, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category :	5. CLOSING ITEMS
Access :	Public
Type :	Discussion, Information
Subject :	5.02 Conclusion - Motion to conclude the meeting
Meeting :	Sep 11, 2025 - College Place Civil Service Commission - Hybrid Meeting
Category :	5. CLOSING ITEMS
Access :	Public
Type :	Procedural

College Place Civil Service Commission - Hybrid Meeting (Thursday, August 14, 2025)*Generated by Shawn Doering on Thursday, August 14, 2025***1. OPENING ITEMS**

Procedural: 1.01 Call To Order

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

Information, Procedural: 1.02 Roll Call

PRESENT:

Commission Members	Anthony Boyle; Bill Kelly; JoAnn Wiggins
-----------------------	--

Staff	Civil Service Secretary, Shawn Doering; Deputy City Clerk, Rhett Beardemphl
-------	--

MEMBERS EXCUSED:

MEMBERS ABSENT:

Procedural: 1.03 Public Comment

None**2. CONSENT AGENDA**

Action (Consent): 2.01 Approve Agenda for August 14, 2025

Action (Consent): Minutes: 2.02 Approve Minutes from July 10, 2025

Action (Consent): 2.03 Approve Payroll from July 2025

Action (Consent): 2.04 Approve Consent Agenda

Commissioner Wiggins made a motion to approve the consent agenda which included the agenda for August 14, 2025, the minutes from July 10th, 2025 and the July 2025 payroll. Second by Commissioner Boyle and the motion passed 3-0.**3. REGULAR AGENDA**

Action: 3.01 Entry-level Police Officer Testing

Commissioner Boyle made a motion to approve the Entry-level Police Officer testing process as presented. Second by Commissioner Wiggins and the motion passed 3-0.

Action: 3.02 Lateral Police Officer Testing

Commissioner Wiggins made a motion to approve the Lateral Officer testing process as presented Second by Commissioner Boyle and the motion passed 3-0.

Information: 3.03 2025 Civil Service Conference

Discussion, Information: 3.04 Any Other Business for the Good of the Order

4. REPORTS**NONE****5. CLOSING ITEMS**

Procedural: 5.01 Conclusion - Motion to conclude the meeting

Commissioner Boyle made a motion to conclude the meeting at 12:06 PM. Second by Commissioner Wiggins and, with no objection, the meeting concluded.

Approved:

Bill KellyAttest:

Shawn Doering, Civil Service Secretary

The foregoing minutes are the official record of the Civil Service Commission meeting that occurred August 14, 2025. 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
9/4/2025	Adams, Eric H	8/31/2025	Police Officer	175.25	\$ 8,237.91
9/4/2025	Barker, Kyle A	8/31/2025	Police Officer	198	\$ 8,257.97
9/4/2025	Barr, Marianne K	8/31/2025	Chief Clerk - PD	172.5	\$ 5,479.74
9/4/2025	Bartlett, Logan K	8/31/2025	Firefighter	240	\$ 6,874.76
9/4/2025	Bennett, George	8/31/2025	Police Officer	180.75	\$ 7,145.11
9/4/2025	Boose, John A	8/31/2025	Fire Marshall	184.25	\$ 9,421.36
9/4/2025	Cole, Tanner C	8/31/2025	Police Officer	183	\$ 8,677.21
9/4/2025	Dennis, Austin	8/31/2025	Police Officer	193	\$ 8,095.49
9/4/2025	Diaz, Salvador M	8/31/2025	Patrol Sergeant	202.25	\$ 11,012.38
9/4/2025	Drury, Charles O	8/31/2025	Fire Lieutenant	240	\$ 8,584.18
9/4/2025	Erb, Brittney E	8/31/2025	Firefighter	288	\$ 8,986.48
9/4/2025	Evensen, Patrick J	8/31/2025	Fire Lieutenant	178	\$ 7,818.85
9/4/2025	Fortin, Brian R	8/31/2025	Police Officer	183.5	\$ 7,963.48
9/4/2025	Gonzalez-Cazares, Estela	8/31/2025	Police Officer	186.89	\$ 8,492.50
9/4/2025	Graham, Jayme L	8/31/2025	Part-time Records Clerk	40.75	\$ 953.14
9/4/2025	Granchukoff, Hannah	8/31/2025	Firefighter	240	\$ 6,302.76
9/4/2025	Harris, Tanner M	8/31/2025	Police Officer	186	\$ 8,687.26
9/4/2025	Jackson, Nattilie	8/31/2025	Firefighter	180.25	\$ 6,394.71
9/4/2025	Kates, Courtney	8/31/2025	Police Officer	184.25	\$ 7,633.60
9/4/2025	Langlois, Joseph T	8/31/2025	Detective	190	\$ 9,919.51
9/4/2025	Nilsson, Trenton M	8/31/2025	Firefighter	240	\$ 7,226.76
9/4/2025	Nordman, Ronald A	8/31/2025	Special Enforcement Officer	170	\$ 5,294.00
9/4/2025	Rhodes, Brandon L	8/31/2025	Detective	160	\$ 8,438.04
9/4/2025	Schild, Andrew D	8/31/2025	Police Officer	183.75	\$ 8,450.83
9/4/2025	Schmick, Dylan E	8/31/2025	Patrol Sergeant	178.25	\$ 10,157.29
9/4/2025	St Clair, Andrea M	8/31/2025	Records Clerk	173.25	\$ 5,060.94
9/4/2025	Watkins, Daniel I	8/31/2025	Police Officer	193.63	\$ 9,742.48
9/4/2025	Williams, Troy J	8/31/2025	Fire Lieutenant	221	\$ 7,678.18

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 August 31, 2025.

Shawn Doering
Civil Service Secretary/Payroll Clerk

Bill Kelly
Commission Chair