



ORTING CIVIL SERVICE COMMISSION

Meeting Summary - April 22nd, 2019, 6:30pm
Multi-Purpose Center, 202 Washington Ave S.
Orting, WA 98360

COMMISSIONERS

Lonny Meadows, Chair

Jeff Craig, Vice-Chair

Mike Dannat

David Inge (Excused)

Howie Robson

Jennifer Corona, Secretary

Jane Montgomery-Proctor/Trainer

1. Call Meeting to Order, Pledge of Allegiance and Roll Call.

Chair Meadows called the meeting to order at 6:30pm and led the pledge of allegiance. Secretary Corona called the roll.

Present: Lonny Meadows, Jeff Craig, Mike Dannat, Howie Robson

Absent: David Inge

***Motion:** Commissioner Dannat made a motion to excuse Commissioner Inge. Commissioner Robson second the motion. Motion passed (4-0)*

2. Approval of January 28, 2019 Meeting Summary.

***Motion:** Commissioner Robson made a motion to approve the meeting minutes of January 28, 2019, as presented. Vice-Chair Craig second the motion. Motion passed. (4-0)*

3. Information/Facts and Findings - Hattaway Appeal Hearing.

***Motion:** Vice-Chair Craig made a motion to approve Facts and Findings from the Hattaway Appeal Hearing of February 25, 2019. Commissioner Dannat second the motion. Motion passed. (4-0)*

4. Discussion – Proposed Rule Changes.

Chair Meadows proposed the following changes:

A. Move 6.8 to new section 8A.6.4 and make the following changes:

To 6.8.1 add the word Lieutenant to the word Sergeant. Delete 6.8.2 as it mirrors 6.8.1 with the exception of the above listed change.

Discussion took place regarding the proposed amendments to the rules, and the consensus of the Commissioners was to leave Section 6.8 where it was under the heading Rule 6. -

“Examination and Screening”, and not move it and create a new subsection 8A.6.4. The reason for this was because Rule 8A is a section that addresses the “Hiring Process”. Commissioners also decided to not add the word Lieutenant to the word Sergeant, but instead to strike the word Sergeant and replace it with the word, “First Line Supervisor”. They chose to not delete 6.8.2 but to strike the word “Sergeant from 6.8.2 and add the words “First Line Supervisor”. This was due to the fact that they felt 6.8.2 did not mirror 6.8. 1., because it was about promotion to Chief so it was not the same.

B. Add the chapter 8A.6.5 Promotional Process, And Add 8A.6.6 Promotion Examinations Appeals.

Commissioners decided not to add 8A.6.5 or 8A.6.6, instead they proposed adding Section 8B- with the following:

RULE 8B. Promotional Process

8B.1 One the Civil Service Commission receives notification of authorization for promotions:

8B.1.1. The Secretary shall post the announcement, giving five (5) days for those interested to respond in writing of their intent to enter the promotional process.

8B.1.2. Upon receiving letters of intent, the Secretary shall order the proper amount of written tests. Upon receiving the tests, the Secretary shall post the material needed for study and a test date shall be set for sixty (60) days.

8B.1.3. The oral examination shall be set two weeks from receipt of the test scores from the written testing agency.

8B.1.4 Upon competition or the testing (written and oral) all the scores shall be totaled and the officers notified.

8B.2 Promotion Examinations Appeals. The testing candidate may appeal the findings of either the written test or the oral examination by filing a written notice of appeal with the Civil Service Secretary within fourteen (14) days of the examination in accordance with chapter 11A APPEALS of these Civil Service Rules.

The Commission tentatively agreed to the proposed changes pending approval from the City Attorney.

C. Discussion - Rule 6.2.3 Police "Lateral Entry" Candidates.

Vice-Chair Craig discussed his proposal to remove the written test and physical test from the requirements for a lateral candidate. Discussion followed. Commissioners liked the proposed changes which would enable the department to be more competitive when recruiting lateral candidates. The Commission agreed that the Oral Board would still be necessary. Vice-Chair Craig will prepare proposed changes for the next meeting.

D. Adjournment.

***Motion:** Commissioner Robson made a motion to adjourn. Vice-Chair Craig second the motion. Motion passed. (4-0).*

Chair Meadows adjourned the meeting at 7:17pm.


Jane Montgomery, Proctor Trainer


Lonny Meadows, Chair
JEFF CRAIG, VICE-CHAIR