

## **COMMISSIONERS**

Jeff Craig - Chair  
Brittney Hamilton - Vice Chair  
Robert Agfalvi  
Charles Brass  
Stephanie Kuxhausen  
Shawna Punzalan - Secretary



## **City of Orting Civil Service Commission MEETING AGENDA**

Monday, August 22, 2022  
7:00 pm  
City Hall Council Chambers  
104 Bridge Street S, Orting, WA  
Zoom - Virtual

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### **1. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL**

This meeting is being held in person and through the platform Zoom. A link for virtual participation can be found on the agenda or on the City's website.

<https://us06web.zoom.us/j/86241982202?pwd=RGdrY2JJQ3FzdIA3YkF2bVlvQjBtUT09>

Telephone: 1-253-215-8782 – Meeting ID: 862 4198 2202 and the passcode 935312.

### **2. APPROVAL OF MINUTES**

Motion: To approve minutes from July 25, 2022 meeting.

### **3. TERMINATE CURRENT CERTIFIED LIST**

*Following Chief Interviews held in May and subsequent background search all candidates were deemed ineligible by Interim Chief Devon Gabreluk.*

### **4. ORAL BOARD QUESTIONS**

*Discussion – update, substitute or change current oral board questions for entry level interviews.  
Review scenario questions.*

### **5. ADJOURNMENT**

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**ORTING CIVIL SERVICE COMMISSION**

Meeting Minutes  
104 Bridge Street S, Orting, WA  
Zoom - Virtual  
Monday, July 25, 2022  
7:00 pm

**1. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL**

The meeting was called to order at 7:00 pm. The Pledge of Allegiance was lead by Commissioner Stephanie Kuxhausen.

**2. ROLL CALL**

Present: Vice Chair Hamilton, Commissioner Agfalvi, Commissioner Kuxhausen, Secretary Shawna Punzalan, City Clerk Kim Agfalvi.

**3. APPROVAL OF MINUTES**

Approval of minutes from May 23, 2022 meeting.

***Motion: Commissioner Agfalvi made a motion to approve minutes from May 23, 2022 meeting. Seconded by Commissioner Kuxhausen***

***Motion passed (3-0)***

**4. NEW COMMISSIONER APPOINTMENTS**

Secretary Shawna Punzalan introduced new commissioner Stephanie Kuxhausen who gave a brief background on herself and her history in Orting. New commissioner Charles Brass was unable to attend meeting and will be introduced at next meeting.

**5. COMMISSIONER APPOINTMENTS AND TERM LENGTHS**

Secretary Shawna Punzalan reviewed Commissioner Appointment history and numbered commission positions for clarification of record keeping. Commission appointment terms for Chair Jeff Craig and Stephanie Kuxhausen have been corrected to ending December 31, 2027 per Orting Municipal Code 2-2-2 C "Terms: The term of office of the members of the commission shall be for six (6) years: however, in the event of death, removal or resignation of a Commissioner, the appointment made to fill the position shall be only for that Commissioner's unexpired portion of the six (6) year term."

Pos	Name	Appointed	Term End
1	Hamilton, Brittany	10/26/2021	12/31/2023
2	Brass, Charles	07/20/2022	12/31/2023
3	Agfalvi, Robert	10/26/2021	12/31/2025
4	Kuxhausen, Stephanie	06/02/2022	12/31/2027
5	Craig, Jeff	01/01/2022	12/31/2027

**6. OPEN PUBLIC MEETING ACT TRAINING**

City Administrator Scott Laron had requested that the Civil Service Commission participate in Open Public Meeting Act training. He recommended the commission review the videos provided by the Washington State Attorney General's office. At the time of the meeting these videos were unavailable as they were being updated to include recent changes. The Civil Service Commission stated they would like to have this training at a meeting when all commissioners are available once the Attorney General's updates are complete.

***Motion: Commissioner Agfalvi made a motion to watch the WA State Attorney General's video training of OPMA at September 27, 2022 Civil Service Commission meeting. Seconded by Commissioner Kuxhausen.***

***Motion passed (3-0)***

## **7. NEW BUSINESS – ORAL BOARD QUESTIONS**

Vice Chair Hamilton opened discussion regarding oral board interview questions. With new commissioners appointed since the last in-depth discussion of questions she had suggested the questions be given to new commissioners to review and resume discussion of changes or additions to oral board questions for entry level applicants. She also suggested amending the Civil Service Rules to include verbiage allowing Orting citizens and/or business owners to sit for Oral Boards as they have a vested interest in the public safety of the City. Secretary Punzalan stated she will provide the current questions to commissioners to review prior to next Commission meeting.

## **8. NEW BUSINESS – CHIEF SEARCH UPDATE**

City Clerk Kim Agfalvi gave the commission an update on the process of hiring OPD Chief position. She stated the City brought in Washington Association of Sheriff's & Police Chiefs (WASPC) to oversee the hiring of a new Police Chief and that staff had created a brochure style announcement and information packet and is working on a promotional video for the Orting Police Department which will be filmed, in part, at the City's Touch-a-Truck event this Friday, July 29, 2022.

## **9. ADJOURNMENT**

Vice Chair Hamilton adjourned the meeting at 7:25 pm.

**Next Meeting: AUGUST 22<sup>nd</sup> 2022 AT 7:00 PM**

Approved:

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Chair Jeff Craig

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Secretary Shawna Punzalan