

COMMISSIONERS

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



Orting Civil Service Commission
MEETING MINUTES
104 Bridge Street S, Orting, WA
Zoom - Virtual
Monday, September 26, 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 by Chair Jeff Craig. Commissioner Brass led the Pledge of Allegiance.

2. ROLL CALL

Present: Chair Craig, Vice-Chair Hamilton, Commissioner Agfalvi, Commissioner Brass, Commissioner Kuxhausen, Secretary Punzalan.

3. APPROVAL OF MINUTES

Approval of minutes from August 22, 2022 meeting.

Motion: Commissioner Brass made a motion to approve minutes from August 22, 2022 meeting. Seconded by Vice-Chair Hamilton.

Motion passed (5-0)

4. ORAL BOARD UPDATE

Oral Board is scheduled for October 5, 2022 at 9:00 am. Oral Board is scheduled to conduct six (6) interviews with five (5) evaluators. Buckley, Fife and Puyallup Police Departments have agreed to each send one officer to sit as evaluator for Oral Board. Officers from Orting Police Department will fill two evaluator spaces.

Commissioner Kuxhausen requested clarification on the Commission's stance regarding Commissioners attending Oral Board interviews. She stated the Civil Service Rules indicate that commissioners are encouraged to attend but there had been discussion at a previous commission meeting discouraging participation. Chair Craig reiterated discussion from August 22, 2022 meeting in which he advised that due to the judicial nature of the commission if there is a challenge involving the Oral Board Interview process that a commissioner(s) had attended they would be required to excuse themselves from the process of reviewing validity of the Oral Board Interviews.

5. ENTRY LEVEL ORAL BOARD QUESTIONS

Discussion on updating questions away from scenario-based questions for Entry Level candidates as they have not had formal training to respond from. Discussion followed. Chair Craig suggested creating a pool of questions to choose randomly from for each Oral Board so as to not repeat the same question list for subsequent Oral Boards. He recommended that each commissioner send questions to Secretary Punzalan who would keep records of questions to create each Oral Board question list from.

Action: Commissioners to provide 3-5 questions to Secretary Punzalan on or before October 19, 2022. Secretary Punzalan will prepare confidential question list for discussion at October 24, 2022 Civil Service Meeting.

6. OPEN PUBLIC MEETINGS ACT TRAINING

Commission watched the Open Public Meetings Act training video from Washington State Attorney General website to comply with government requirements. Certificates of completion were provided for all Commission members and secretary.

7. NEW BUSINESS

Commissioner Brass advised Commission he will be out-of-state for the next Commission Meeting but will be available to participate via Zoom.

Commissioner Kuxhausen recognized Vice-Chair Hamilton for her efforts in setting up a "Meet the Officer" event in her neighborhood.

8. ADJOURNMENT

The meeting was adjourned by Chair Craig at 8:29 pm.

Next Meeting: October 24, 2022 AT 7:00 PM

Approved:



Chair Jeff Craig



Secretary Shawna Punzalan