

COMMISSIONERS

Jeff Craig
Robert Agfalvi
Jason Arbogast
Charles Brass
Stephanie Kuxhausen
Shawna Punzalan - Secretary



ORTING CIVIL SERVICE COMMISSION

Meeting Minutes
104 Bridge Street S, Orting, WA
Zoom - Virtual
Monday, January 22, 2024
7:00 pm

1. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE

Commissioner Craig called the meeting to order at 7:00 pm. Commissioner Agfalvi led the pledge of allegiance.

2. ROLL CALL

Present: Commissioner Jeff Craig, Commissioner Robert Agfalvi, Commissioner Jason Arbogast, Commissioner Charles Brass, Commissioner Stephanie Kuxhausen, Secretary Shawna Punzalan.

2. APPROVAL OF MINUTES

Motion: To approve minutes from November 2, 2023 meeting

Motion: Commissioner Agfalvi made a motion to approve minutes from November 2, 2023 meeting. Seconded by Commissioner Kuxhausen.

Motion Passed (4-0)

3. NEW COMMISSIONER

Mr. Jason Arbogast was appointed Civil Service Commissioner by Mayor Josh Penner. Term effective January 1, 2024 thru December 31, 2029.

Mr. Charles Brass was re-appointed as Civil Service Commissioner by Mayor Josh Penner. Term effective January 1, 2024 thru December 31, 2029.

Commissioner Craig welcomed Commissioner Arbogast and presented letter and certificate to new commissioner. Commissioner Charles Brass was also presented letter of reappointment and certificate for 2024-2029 term.

4. ELECT CHAIR AND VICE-CHAIR

Civil Service Rules 2.2: CHAIR & VICE CHAIR. At the first regular meeting in January of each year, the Commission shall elect one of its members to serve as Chair and another member to serve as Vice-Chair. The Chair and Vice-Chair shall serve for a term of one (1) year, unless replaced by a majority vote of all commissioners. Should a Chair or Vice-Chair resign or be removed from the position before the expiration of his/her term, the Commission, upon appointment of a new member, will elect a new Chair and/or Vice-Chair.

Commissioner Craig opened floor for nominations for Chair & Vice chair

Motion: Commissioner Brass made a motion to nominate Commissioner Craig to Commission Chair. Seconded by Commissioner Agfalvi.

Motion Passed (4-0)

Motion: Commissioner Kuxhausen made a motion to nominate Commissioner Agfalvi to Commission Vice-Chair. Seconded by Commissioner Brass.

Motion Passed (4-0)

5. HIRING UPDATE

Secretary Punzalan updated Commission on hiring status of two candidates still on Certified list who were both completing the psychological evaluation portion of the process, reports for both candidates were expected within the week. There were four (4) vacancies open for Patrol Officer, which could be filled by either Entry Level, BLEA or Lateral candidates. At the time of the meeting there were no Lateral or BLEA level candidates on a Certified List for consideration.

An Oral Board was held on January 17, 2024. Nine (9) of the twelve (12) candidates who participated passed the oral board. Secretary Punzalan will validate the Preliminary Registry and roll the top three candidates to the Certified List if no appeals are made by Thursday, January 25, 2024.

6. OPMA AND PUBLIC RECORDS TRAINING

Annual Open Public Meeting Act and Public Records Training available at City Council Meeting on Wednesday, February 14, 2024.

Chair Craig discussed open public meetings act, annual training requirement and reviewed expectation that no business is discussed outside of scheduled meetings or via email.

Motion: Commissioner Charles Brass made a motion to review Attorney General Video training for OPMA and PRA training at the February 26, 2024 Civil Service Commission meeting. Seconded by Robert Agfalvi.

Motion Passed (4-0)

7. ADJOURNMENT

Motion: Commissioner Agfalvi made a motion to adjourn. Seconded by Commissioner Kuxhausen.

Motion Passed (4-0)

Meeting adjourned 7:24 pm.

Next Meeting: February 26, 2024 AT 7:00 PM

Approved:



Chair Jeff Craig



Secretary Shawna Punzalan