



NOTICE OF PUBLIC MEETING

CITY OF SHELTON
Civil Service Meeting
August 16, 2018 – 9:00 AM
Civic Center Meeting Room

Agenda

- A. Call to Order
- B. Old Business

1. Commissioner Tarrant requests the Commission to select a new Chair and Vice Chair for the Commission.
2. At the June 27, 2018 meeting, Commissioner Vogler asked for clarification on the duration of Certified Eligibility lists. Examiner Look reported that a certified list was valid for 30 days.

Response: Per City Civil Service Rule(s):

9.09 DURATION OF CERTIFICATION.

Certification shall be in effect for thirty (30) days from its date of issuance. The appointing authority must file a report of any appointment from such certification with the Secretary/Examiner. Upon request, the Secretary/Examiner may extend such certification for additional 30-day periods. Expiration of eligibility shall not cancel the validity of a certification.

4.01 AMENDMENTS OF RULES. The Commission may amend these rules or adopt new rules by majority vote of the Commission at any regular or special meeting of the Commission.

3. At the June 27, 2018 the Commissioners asked whether an applicant, whose Continuous Testing Eligibility List validity date expires, must be removed from a previously certified list.

Response: Per City Civil Service Rule(s):

7.29 CONTINUOUS TESTING SERVICES

E. Removal of Names: The names of candidates certified to this continuous testing initial eligibility list shall remain on the list until being selected to a secondary hiring list following an oral board or other testing, the expiration of one year from the date of

certification, or until the candidate has been hired by another public safety organization.

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8.17 RESTORATION OF NAMES TO ELIGIBLE REGISTERS.

The name of an eligible which has been removed from a register may be restored upon written request to the Secretary/Examiner for such restoration. The request must specify the reasons for the requested restoration. The Secretary/Examiner may approve the request if it is deemed that the evidence submitted justifies such approval.

4. Commissioner Vogler requested a brief tutorial on Eligibility Lists and Certification: *Handouts prepared and presented with general information and definitions.*

C. Staff Request

1. Approval of the June 27, 2018 meeting minutes.
2. Secretary/Examiner requests the Commission to amend Shelton Civil Service Rule 9.09 DURATION OF CERTIFICATION.

Certification shall be in effect for ~~thirty (30)~~ sixty (60) days from its date of issuance. The appointing authority must file a report of any appointment from such certification with the Secretary/Examiner. Upon request, the Secretary/Examiner may extend such certification for additional 30-day periods. Expiration of eligibility shall not cancel the validity of a certification.

3. Secretary/Examiner requests the Commission to certify the eligibility list for the position of Sergeant for the City of Shelton.

D. General Discussion – Open Topic

1. Civil Service Conference Details Available:

September 20-21, 2018
Yakima Convention Center
10 North 8th Street
Yakima, WA 98901

E. Public Comment

F. Adjourn

Distribution: Civil Service Commissioners, Vicki Look, Mari Herold, Darrin Moody, Mike Fiola, Police Guild, Media

CITY OF SHELTON
Civil Service Special Meeting
June 27, 2018
Shelton Civic Center Meeting Room

Present: Commission Members: Commissioner John Tarrant, Commissioner Marilyn Vogler

Commission Secretary/Examiner: Mari Herold/Vicki Look

City Staff: Police Chief Darrin Moody

Meeting Called to Order: Commissioner Tarrant called the meeting to order at 9:04 AM

Approval of Minutes: The following minutes were reviewed and approved: *April 24, 2018*

Chairperson, John Tarrant announced that he would like to step down as Chairperson of the Commission, and requested that an agenda item be added to the next Commission meeting to select a new Chair and Vice Chari for the Commission.

After brief discussion, a motion was made, and seconded; a vote was taken and the motion passed.

Secretary/Examiner (S/E) Request:

1. Staff requested the Commission to certify the eligibility list for the position of Lateral Police Officer for the City of Shelton.

Discussion ensued regarding the duration of Certified Eligibility lists. Examiner Look reported that a certified list was valid for 30 days. A request was made to add an agenda item to the next meeting to extend validity of a certified lateral eligibility list to 60 days.

After brief discussion, a motion was made, and seconded; a vote was taken and the motion passed.

2. Staff requested the Commission to certify the eligibility list for the position of Entry Level Police Officer for the City of Shelton.

Commissioner Vogler asked for clarification and/or confirmation regarding the duration of a certified list, and whether an applicant, whose Continuous Testing Eligibility List validity date expires, must be removed from a previously certified list. Answers will be provided at the next meeting.

After brief discussion, a motion was made, and seconded; a vote was taken and the motion passed.

Other Business:

1. **Commissioner Vogler** requested that she would like definitions/explanations of the registers, lists, Rule of 5, etc.

Secretary Herold will provide general information and definitions at next regularly scheduled meeting. The annual Civil Service Conference held in September is another good resource. Ms. Herold will send Conference information to the Commissioners as soon as it becomes available.

2. Chief Moody reported on upcoming staff retirements, and potential open positions.

Public Comment: There was no public comment.

Next Meeting Scheduled: The next meeting will be announced

The meeting was adjourned at 9:40 AM

Submitted by: Mari Herold

APPROVED _____Chair John Tarrant

Lateral Eligibility List
Police Officer
August 16, 2018

<u>Name</u>	<u>Application Date</u>
Taylor, Timothy	January 12, 2017
Cox, Leighton	November 20, 2017
Miulli, Michael	April 9, 2018
Arnold, Thomas	April 11, 2018
Reynolds, Amanda	July 9, 2018
Pickens, Chris	August 8, 2018

Certified this 16th day of August 2018 by the Civil Service Commission, City of Shelton, Washington.

Commissioner: _____
John Tarrant

Commissioner: _____
John Wiechert

Commissioner: _____
Marilyn Vogler

Note: Per Civil Service Rule 9.09 "Duration of Certification. Certification shall be in effect for thirty (30) days from its date of issuance. The appointing authority must file a report of any appointment from such certification with the Secretary. Upon request, the Secretary may extend such certification for additional 30-day periods. Expiration of eligibility shall not cancel the validity of a certification." If you need to extend the certification time period, please submit a request to Vicki Look, Secretary/Examiner.

**Sergeant Ranked Scores
August 3, 2018**

Possible Weighted 0.4 0.1 0.5 100 total weighted

Possible Pts 360 200 50 410 total points

Last Name	First Name	Multi-Agency Score	Multi-Agency Oral Board %	40% of Exam Score	Multi-Agency Weighted Score	Citizen Panel Score	Citizen Panel Oral Board %	10% of Oral Board Score	Citizen Oral Weighted Score	Assessment Score	Assessment Scenario %	50% of Scenario Score	Assessment Weighted Score	Final Weighted Score
Patton	Dan	309	0.86	0.40	0.34	170	0.85	0.10	0.09	50.00	100.00	0.50	50.00	50.43
Kostad	Chris	280	0.78	0.40	0.31	163.00	0.82	0.10	0.08	49.00	98.00	0.50	49.00	49.39
Fry	Justine	247	0.69	0.40	0.27	136.00	0.68	0.10	0.07	48.00	96.00	0.50	48.00	48.34
Moran	Calvin	286	0.79	0.40	0.32	163.00	0.82	0.10	0.08	46.00	92.00	0.50	46.00	46.40
Campbell	Paul	273	0.76	0.40	0.30	170.00	0.85	0.10	0.09	39.00	78.00	0.50	39.00	39.39
Lawson	Jason	248	0.69	0.40	0.28	152.00	0.76	0.10	0.08	36.00	72.00	0.50	36.00	36.35

Certified this 16th day of August, 2018, by the Civil Service Commission, City of Shelton, Washington.

Commissioner John Tarrant

Commissioner John Wiechert

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