



Lakewood Civil Service Commission

Thursday, April 5, 2018 a.m.
Lakewood City Hall
1st Floor American Lake Room
6000 Main Street SW
Lakewood, WA 98499

Present: Chair David Boyd, Commissioner Dennis Roden, Commissioner Eileen Bisson, Civil Service Secretary-Chief Examiner Mary Pandrea, Assistant City Attorney Kimberly Cox, Assistant Chief John Unfred, HR Director Mary McDougal, Albert James (Lakes High School student)

MINUTES

Call to Order

The meeting was called to order by Chair Boyd at 9:30 a.m.

Amendments to Agenda

None

Approval of Minutes

It was moved and seconded to approve the minutes for the March 1, 2018 meeting. The motion carried unanimously.

Old Business

None

New Business

Certification of Community Service Officer Eligibility List

It was moved and seconded to approve the Community Service Officer Eligibility List. The motion carried unanimously.

COMMUNITY SERVICE OFFICER ELIGIBILITY LIST Lakewood Civil Service Commission

The following is a true and certified list of the final standing of those candidates who qualified for the position of Community Service Officer:

1. Dawn McGinnis
2. Lance Locke
3. Megan Golden
4. Daniel Johnson

Lateral Police Officer Recruitment & Selection Plan

Assistant Chief Unfred presented the Police Department’s plan for lateral level police officer recruitment and an expedited hiring process. Sergeant Carroll is the lead on this plan. Active recruiting efforts will be in Washington state and in large metropolitan markets outside of Washington. The goal is a 90 day timeline from the application deadline to the final offer. Oral board interviews, polygraph exams, psychological evaluations, and physical exams will be scheduled over a four day period. It is anticipated that meetings or phone conferences to approve eligibility lists will likely occur outside of the regularly scheduled meeting dates. Applicants will be expected to complete online personal history questionnaires prior to being scheduled for the oral board interview. There was further discussion of the plan. In an effort to reduce or eliminate travel and lodging expenses to out of state candidates, a possibility may be to send the polygrapher and psychologist to the out of state location following skype interviews and eligibility list approval. Physical exams may be completed at the location. The Commissioners are supportive of the proposed plan.

Chief Examiner’s Report

- The oral board interview questions for Lateral Police Officer and bios of the community members who serve on the oral board interview panels were shared with the Commissioners.
- The posting for Detective has resulted in seven applicants. The assessment center will be April 25 & 26. An eligibility list will be presented at the May Civil Service Commission meeting.

The meeting was adjourned at 11:03 a.m.

Approved by:



David Boyd, Commission Chair

5/3/18

Date



Mary Pandrea, Secretary-Chief Examiner

5/3/18

Date

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