



**LAKEWOOD CIVIL SERVICE COMMISSION
MEETING AGENDA**
Thursday, November 7, 2019
9:30 a.m.
City Hall Steilacoom Lake Room
6000 Main Street SW
Lakewood, WA 98499

MEMBERS

Eileen Bisson,
Commission Chair

David Boyd,
Commissioner

Dennis Roden,
Commissioner

STAFF

Mary Pandrea,
Secretary-Chief Examiner

Call to Order

Any Amendments to Agenda

Approval of Minutes

October 3, 2019

Old Business

Civil Service Rule 9.7 Review

New Business

Certification of Entry Level Police Officer Eligibility List

Certification of Lateral Level Police Officer Eligibility List

Chief Examiner's Report

Adjourn



Lakewood Civil Service Commission

Thursday, October 3, 2019

9:30 a.m.

Lakewood City Hall

1st Floor Steilacoom Lake Room

6000 Main Street SW

Lakewood, WA 98499

Present: Chair Eileen Bisson, Commissioner David Boyd, Civil Service Secretary-Chief Examiner Mary Pandrea, Officer Mike Russell

MINUTES

Call to Order

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

Amendments to Agenda

None

Approval of Minutes

It was moved and seconded to approve the minutes for the September 5, 2019 meeting. The motion carried unanimously.

Old Business

Civil Service Rule 9.7 Review

The Commission is considering whether to remove or retain the rule. If the rule is retained, then it will need to be determined how to proceed if the Examiner should disagree with the disqualification. Ms. Pandrea reported that she spoke with Sun So, City of Federal Way Civil Service Secretary. The City of Federal Way has the same rule as the City of Lakewood with the exception of allowing the eligible candidate five days rather than ten days to respond to the disqualification notice. During Sun's six years as Secretary she has had one person challenge their removal from the list. After discussion with the police investigator, she responded by letter to the disqualified person, reiterating the language included in the initial notice. Before taking any action, the Commission will wait to hear from Assistant Attorney Cox regarding statutory requirements, as well as Chief Zaro's opinion on this issue.

New Business

Certification of Entry Level Police Officer Eligibility List

Eight names have been added to the eligibility list. Of nine candidates who were interviewed in September, one person (a woman) failed the interview. The gender and ethnicity of those eight candidates is: seven White males and one Hispanic male. One person's score was increased by 10% for veterans' status, and one person received a 5% increase for having a bachelor's degree. Overall, the gender and ethnicity of the list is: twelve White males, two Hispanic males, one Asian male, and two White females.

Commissioner Boyd asked about the police department's effort to recruit service members who are transitioning out of the military. Ms. Pandrea, Officers Jessica Fitzgerald and Ken Henson represented the City of Lakewood and the police department at a JBLM career fair last week. There were several law enforcement

agencies present, including the cities of San Diego and San Antonio police departments. Ms. Pandrea stated that JBLM holds a weekly career/hiring event on Wednesdays. JBLM also has planned an event in March that is targeted specifically for law enforcement careers. Commissioner Roden suggested we consider providing career information for distribution to retiring service members. Officer Russell expressed interest in attending the weekly career event and will discuss this further with Sergeant Prater.

It was moved and seconded to approve the Entry Level Police Officer Eligibility List. The motion carried unanimously.

ENTRY LEVEL POLICE 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 Entry Level Police Officer and their dates of expiration from this list:

1. Pressley, Michael 9-5-20
2. Fenske, Dietrich 10-3-20
3. Goff, Nicholas 9-5-20
4. Amos, Kirsten 9-5-20
5. Milton, Andrew 9-5-20
6. Rodriguez, Juan 9-5-20
7. Merino, Adara 9-5-20
8. Hill, Logan 9-5-20
9. Feiock, Ryan 9-5-20
10. Beauchamp, Jarrod 10-3-20
11. Rawson, Quinn 10-3-20
12. Tittle, Lane 9-5-20
13. Philp, Michael 10-3-20
14. Robertson, Hunter 10-3-20
15. Stark, Jacob 10-3-20
16. Bernetskie, Jacob 10-3-20
17. Ramos, Mark 10-3-20

Workforce Profile

The 2019 third quarter EEO data for Lakewood's Officers, Detectives, Sergeants and Lieutenants was distributed. Staffing changes include the retirement of one White male Officer; a White male Detective promoting to Sergeant; and a Hispanic female Officer promoting to Detective. The total decreased by one, going from 96 to 95. Commissioner Boyd commented that it's very impressive that we have almost 30% representation of protected class members in our police department.

Chief Examiner's Report

- The current eligibility list for Community Service Officer expires on October 5th. At the request of Chief Zaro, the list will be extended for a final six month period. The new expiration date will be April 5, 2020.
- We anticipate having a Court Compliance Officer vacancy soon, so a new recruitment process will be posted today. The exam process involves a written exam and physical ability testing. This exam process is the same as we have used previously, however, the written exam will be for Corrections Officer rather than entry level police officer.
- Police Officer oral board interviews are scheduled for October 21st. Ten applicants are scheduled, the three remaining entry level officer applicants and seven lateral level applicants.

- Lexcie Wear, Office Assistant, started employment on Tuesday. Lexcie is filling the vacant position created by Dottie Badgley's retirement.

The meeting was adjourned at 9:48 a.m.

Approved by:

Eileen Bisson, Commission Chair

Date

Mary Pandrea, Secretary-Chief Examiner

Date

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