



**LAKWOOD CIVIL SERVICE COMMISSION  
MEETING AGENDA**  
Thursday, October 1, 2020  
9:30 a.m.  
City Hall  
6000 Main Street SW  
Lakewood, WA 98499

**MEMBERS**

Dennis Roden,  
Commission Chair

Eileen Bisson,  
Commissioner

David Boyd,  
Commissioner

**STAFF**

Mary Pandrea,  
Secretary-Chief Examiner

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**<https://www.youtube.com/user/cityoflakewoodwa>**

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**Call to Order**

**Approval of Minutes**

February 6, 2020

**Old Business**

Rule of 5, Referrals for Officer

**New Business**

Certification of Detective Eligibility List

Certification of Lateral Police Officer List

Workforce Demographics

**Chief Examiner's Report**

**Executive Session – Candidate Disqualification**

Adjourn



## Lakewood Civil Service Commission

Thursday, February 6, 2020

9:30 a.m.

Lakewood City Hall

1<sup>st</sup> Floor American Lake Room

6000 Main Street SW

Lakewood, WA 98499

Present: Chair Dennis Roden, Commissioner David Boyd, Civil Service Secretary-Chief Examiner Mary Pandrea, City Attorney Heidi Wachter, Lt. Andy Gildehaus

Excused: Commissioner Eileen Bisson

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## MINUTES

### Call to Order

The meeting was called to order by Commissioner Dennis Roden at 9:30 a.m.

### Approval of Minutes

*It was moved and seconded to approve the minutes for the January 2, 2020 meeting. The motion carried unanimously.*

### Old Business

#### **Civil Service Rule 9.7 Review**

Most of the current rule proposal was drafted by Commissioner Boyd following the discussion at the January meeting. Chair Roden clarified the process which will be followed. First, after the Police Chief signs off on a disqualification, the investigator's notes will be shared with the Commission. Then if the Commission agrees with the disqualification, the Secretary-Chief Examiner will notify the individual. The process ends with the notice, there is no option for appeal.

*It was moved and seconded to approve the proposed rule 9.7. The motion carried unanimously.*

9.7 CANCELLATION OF ELIGIBILITY--NOTICE TO ELIGIBLE. ~~Before striking an eligible's name from a register, the Secretary Chief Examiner must give the eligible written notice setting forth the causes for removal. Within ten (10) calendar days after the date of mailing of such notice, the eligible may file a written statement with the Secretary Chief Examiner explaining or justifying the causes set forth in the notice. The Secretary Chief Examiner will consider all timely filed statements and take such action as is appropriate. Notice under this section is not required in the event of an eligible's voluntary removal from a register.~~ **Should the Police Chief determine an eligible referred from the eligibility list to be unsuitable for employment, documentation supporting removal from the list will be presented to the Commission for review and action. A new referral will be forwarded to the Chief and the unsuitable candidate will remain inactive on the list until the Commission has taken final action. If removal from the list is approved, the Secretary-Chief Examiner will notify the applicant in writing of his/her removal for unsuitability. If removal is not approved, the eligible will return to active status.**

#### **Rule of 5, Referrals for Officer**

Ms. Wachter said initially she had some concerns if the proposal was viewed as allowing a choice from among the top ten candidates. However, after further consideration, she is comfortable in supporting the change as the choice is made from two lists of the top five candidates, and not from a list of ten. Discussion ensued and it was decided to delay further action until a meeting when all Commissioners are present.

### New Business

#### **Certification of Sergeant Eligibility List**

Of eleven applicants who took the written exam, two failed. One applicant withdrew after the work ranking process and before the interviews. The list includes the remaining eight candidates. One candidate's score was increased by 5% for veterans' status.

Lt. Gildehaus joined the meeting.

The list includes:

- 6 White males,
- 1 Asian male, and
- 1 White female.

*It was moved and seconded to approve the Police Sergeant Eligibility List. The motion carried unanimously.*

**POLICE SERGEANT 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 Sergeant:**

- 1. Moody, Ryan**
- 2. Noble, Shawn**
- 3. Vahle, Jeremy**
- 4. Feldman, Jordan**
- 5. Borchardt, Timothy**
- 6. Dier, Noah**
- 7. Sivankeo, Vince**
- 8. Fitzgerald, Jessica**

**Chief Examiner's Report**

- Conditional offers were made to two Court Compliance Officer candidates, Daisy Lomeli and Tyler Melville.
- An Entry Police Officer candidate was removed from the eligibility list for failure to meet department standards.
- The schedule for opening the process to establish a list for Detective has been revised and is anticipated to post February 10<sup>th</sup> through 24<sup>th</sup>. The exam process will be the same as before, which includes supplemental questions, a practical exercise and interviews.

The meeting was adjourned at 10:24 a.m.

Approved by:

\_\_\_\_\_  
Dennis Roden, Commission Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Pandrea, Secretary-Chief Examiner

\_\_\_\_\_  
Date

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