



CIVIL SERVICE MINUTES April 20, 2015

Civil Service Commission of the City of Ephrata, Grant County Washington met in regular session on April 20, 2015. The meeting was called to order at 9:00 a.m. by Chairman Alan Key.

Members Present: Chairman Alan Key and Committee Member Debbie Lowe.

Staff Present: Police Chief Mike Warren and City Clerk/Chief Examiner Leslie Trachsler.

Approve Minutes: Motion to approve minutes from the March 30, 2015 meeting. (m/s Lowe/Key) Motion carried.

Review process and final list for Records/Evidence Clerk and Evidence Official positions: Commission reviewed the final list of applicants. With there being a tie for third for the Records-Evidence Clerk, four names were submitted to Mayor Reim. Chief Warren commented that he is hoping to have the Records-Evidence Clerk positions filled by the end of May. Commission discussion ensued regarding the interview process and they were pleased with the quality of candidates for both positions.

Captain's promotional ceremony – May 6th at 7:00 p.m.: Chief Warren advised that Erik Koch's promotional ceremony to Captain will be conducted at the City Council meeting on May 6th at 7:00 p.m.

Chief Warren commented that the Sergeants exam will be held on May 27th.

The next Civil Service meeting will be held on May 18th at 8:45 a.m.

There being no further business meeting adjourned at 9:21 a.m.

Alan Key, Chairman

ATTEST:

Leslie Trachsler, City Clerk/Chief Examiner