



## **CIVIL SERVICE MINUTES**

### **December 14, 2015**

Civil Service Commission of the City of Ephrata, Grant County Washington met in regular session on December 14, 2015. The meeting was called to order at 8:46 a.m. by Chairman Alan Key.

**Members Present:** Chairman Alan Key, Committee Members Debbie Lowe and Roger Johnson

**Staff Present:** Police Chief Mike Warren, Mayor Bruce Reim and City Clerk/Chief Examiner Leslie Trachsler.

Addition to Agenda – Commissioner Lowe request information on role of commission regarding excessive force training. Chief Warren advised that that is not an issue for the commission unless there were an appeal for discipline.

**Approve Minutes:** Motion to approve minutes of the November 16, 2015 meeting (m/s Lowe/Johnson) Motion carried.

#### **Current Business:**

- a. **Update on current hiring process:** Commission was advised that two applicants have been dropped from the list of three for failure to pass the background check and tentatively a third.
- b. **Rule Clarification - Rule IV, Section 4, Item F regarding Minimum Standards:** Examiner Trachsler advised that she corresponded with legal counsel regarding psychological and polygraph exams for firefighters. Counsel advised that RCW 49.44.120 prohibits employers from requiring a prospective employee to take a polygraph test with the exception of law enforcement agencies. The City cannot require firefighter applicants to take a polygraph exam. The revised proposed rule change reflects changes from legal counsel. Motion to approve and accept the revised rule change regarding Minimum Standards. (m/s Johnson/Lowe) Motion carried.
- c. **January 18, 2016 meeting:** This meeting falls on the Martin Luther King holiday. Commission advised that they have no conflict with this date.

Examiner Trachsler advised that legal counsel has recommended that the Civil Service Rules be updated. This is a project for 2016.

There being no further business meeting adjourned at 9:10 am.

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Alan Key, Chairman

ATTEST:

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Leslie Trachsler, City Clerk/Chief Examiner