



## **CIVIL SERVICE MINUTES**

### **March 21, 2016**

Civil Service Commission of the City of Ephrata, Grant County Washington met in regular session on March 21, 2016. The meeting was called to order at 8:51 a.m. by Chairman Roger Johnson.

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

**Staff Present:** Police Chief Mike Warren, City Attorney Katherine Kenison and City Clerk/Chief Examiner Leslie Trachsler

**Additions/Deletion to Agenda:** None

**Approve Minutes:** Motion to approve minutes of the January 18, 2016 meeting. (m/s Key/Lowe) Motion carried.

**Correspondence:** None

#### **Current Business:**

- a. **Update on latest hiring process:** Trachsler reported there were five applicants who took part in the Oral Board Interviews in February. Two of the five applicants passed, of those two the top ranked applicant went through the background and further interview process and was hired. Camden Eckhart started work as an Ephrata Police Officer on March 1<sup>st</sup>.
- b. **Review of proposed rule changes:** Attorney Kenison reviewed the proposed rule changes. She advised that in dealing with other agencies on Civil Service issues, she found the rules to be outdated and lacked guidelines regarding the appeal process. These changes are in an effort to make the process clearer for the applicants, chief examiner and commission. They also provide a more extensive list of disqualifiers during the application process.

The commission and staff reviewed and discussed specific changes and modifications. Kenison will make the edited changes and resubmit for Commissions final review and adoption at the next meeting.

There being no further business meeting adjourned at 9:38 am.

3-21-2016

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Roger Johnson, Chairman

ATTEST:

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Leslie Trachsler, City Clerk/Chief Examiner

3-21-2016