



## **CIVIL SERVICE MINUTES**

### **May 17, 2017**

Civil Service Commission of the City of Ephrata, Grant County Washington met in regular session on May 17, 2017. The meeting was called to order at 8:50 a.m. by Chairman Debbie Lowe.

**Members Present:** Chairman Debbie Lowe, Commission Members Alan Key and Jeff Mackey

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

**Additions/Deletion to Agenda:** None

**Approve Minutes:** Motion to approve minutes of the April 17, 2017 meeting. (m/s Mackey/Lowe) Commissioner Key abstained, motion carried.

**Correspondence:** None

**Review Civil Service Rules I-V:** Commission discussion ensued on the review of Civil Service Rules I-V.

Discussion on Rule IV Section 5 (r) regarding the use of controlled substances and how that applies to the legalization of Marijuana. Even though the State of Washington has legalized it for recreational purposes, the Federal Government has not. Chief Warren discussed the commitment to finding the “right fit” for the department and maintaining a high standard for the department.

Motion to modify this sentence by adding the word “illegally” to read: “Who has used a controlled substance illegally within the listed time limits preceding the date of application: Marijuana – 3 years; all others – 5 years.” (m/s Mackey/Key) Motion carried.

Add line space before Section 6.

Discussion on Rule V Section 2 (k) regarding the use of a certified polygrapher. Commissioner Key advised that in the State of Washington the only certification available is for Post-Conviction Sex Offender testing. State Law prescribes the standards for polygraphers and specifies the criteria to be considered qualified.

Motion to modify this sentence by replacing certified with **qualified polygrapher under WAC 139.07.040** to read: “Polygraph examination by a qualified polygrapher under WAC 139.07.040 in the case of police department positions only.” (m/s Key/Mackey )  
Motion carried.

There was general discussion regarding the Secretary/Chief Examiner position and advertising. This position is appointed by the Mayor and the legal requirement for advertising is the Grant County Journal.

Commissioner Lowe announced that she will be retiring from the Grant County PUD on June 28<sup>th</sup>. She plans to continue to serve on the Civil Service Commission until later in the year but will tender a letter of resignation when that time comes.

The next Civil Service Commission meeting will be held June 19, 2017.

There being no further business meeting adjourned at 9:25 am.

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Debbie Lowe, Chairman

ATTEST:

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Leslie Trachsler, City Clerk/Chief Examiner