



CIVIL SERVICE MINUTES

June 19, 2017

Civil Service Commission of the City of Ephrata, Grant County Washington met in regular session on June 19, 2017. The meeting was called to order at 8:50 a.m. by Commissioner Mackey.

Members Present: 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 May 15, 2017 meeting as written. (m/s Key/Mackey) Motion carried.

Correspondence: None. Commissioner Mackey advised that he left employment with Washington Trust Bank.

Review Civil Service Rules VI – IX: Commission discussion ensued on the review of Civil Service Rules VI – IX.

Discussion on Rule VI Section 5, Revocation of Lists, regarding the testing process and at what point inadequate results would be obtained. No change was recommended.

Discussion on Rule VII Section 8, Provisional Appointment, regarding what a provisional appointment is. This appointment is temporary in nature and is meant to provide adequate staffing in the absence of an eligibility list until one can be established. No change was recommended.

Discussion on Maintenance of Standards, Rule IX Section 4, in particular the requirement for annual physical fitness examination. Commissioner Mackey asked if we conduct an annual fitness examination to which he was informed that we do not. Further discussion ensued regarding the legality of enforcing this section of the rules. Commission directed Chief Examiner to obtain clarification from legal counsel as to legality of conducting physical fitness testing annually.

Commissioner Key advised that on Rule VII Section 2, Lateral Entry Appointments regarding Police Department that WAC139-07-101, Conditions of employment does not state and/or. It states "...and a polygraph or other truth verification assessment...".

Motion to modify this section by taking **psychological and/or polygraph** out and modify to read: "The appointing authority shall request a background, psychological and polygraph test prior to the selection of a lateral entry applicant." (m/s Key/Mackey)
Motion carried.

There being no further business meeting adjourned at 9:14 am.

The next Civil Service Commission meeting is scheduled for July 17, 2017.

Jeff Mackey, Commissioner

ATTEST:

Leslie Trachsler, City Clerk/Chief Examiner