



Leading the Way

**CIVIL SERVICE COMMISSION
CITY OF KENNEWICK**
Tuesday, November 14, 2023, 5:30 PM
Meeting Minutes

Commissioners Present: Sandi Strawn, Mike Rader

Staff Members Present: Fire Chief Chad Michael, Police Chief Chris Guerrero, Susan Price, Chad Crouch, Blanca Reyna

1. CALL TO ORDER

Commissioner Strawn called the meeting to order at 5:28pm.

2. APPROVAL OF AGENDA

Commissioner Rader made a motion to approve the agenda as presented. Commissioner Strawn seconded.
MOTION CARRIED.

3. APPROVAL OF PREVIOUS MEETING MINUTES

Commissioner Rader made a motion to approve the minutes from October 10, 2023 meeting as presented. Commissioner Strawn seconded. **MOTION CARRIED.**

4. VISITORS

None

5. UNFISHED BUSINESS

a. Request to Remove Names from the Public Safety Testing (PST) Police Officer Eligibility List.

i. Do not meet department standards

1. Brandon Mitchell, Nathan Barrett, Trevor Lang

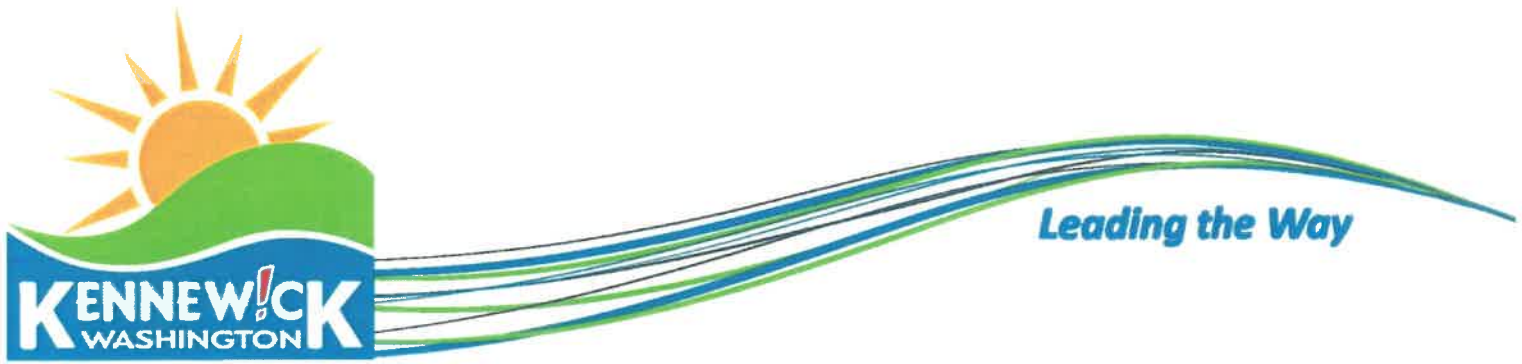
Commissioner Rader made a motion to remove the presented names for not meeting department standards. Commissioner Strawn seconded. **MOTION CARRIED.**

ii. Requested to be removed

1. Blake Fabri

Commissioner Rader made a motion to remove the presented names per the candidate's request. Commissioner Strawn seconded. **MOTION CARRIED.**

b. Request to Approve the Public Safety Testing (PST) Police Officer Eligibility List.



Commissioner Rader made a motion to approve the Public Safety Testing (PST) Police Officer Eligibility List as presented. Commissioner Strawn seconded. **MOTION CARRIED.**

c. Request to Remove Names from the Lateral Police Officer Eligibility List.

i. Requested to be removed

1. Pedro Virgen

Commissioner Rader made a motion to remove the presented name per candidate's request. Commissioner Strawn seconded. **MOTION CARRIED.**

d. Request to Approve the Lateral Police Officer Eligibility List.

Commissioner Rader made a motion to approve the Lateral Police Officer Eligibility List as presented. Commissioner Strawn seconded. **MOTION CARRIED.**

e. Request to Approve the National Testing Network (NTN) Police Officer Eligibility List.

i. Did not respond to request

1. Neil Markert

Commissioner Rader made a motion to remove the presented name for not responding to the request. Commissioner Strawn seconded. **MOTION CARRIED.**

ii. Do not meet department standards

1. Cody O'Brien

Commissioner Rader made a motion to remove the presented name for not meeting department standards. Commissioner Strawn seconded. **MOTION CARRIED.**

f. Request to Approve the National Testing Network (NTN) Police Officer Eligibility List.

Commissioner Rader made a motion to approve the National Testing Network (NTN) Police Officer Eligibility List as presented. Commissioner Strawn seconded. **MOTION CARRIED.**

g. Request to Approve the Police Support Specialist Eligibility List.

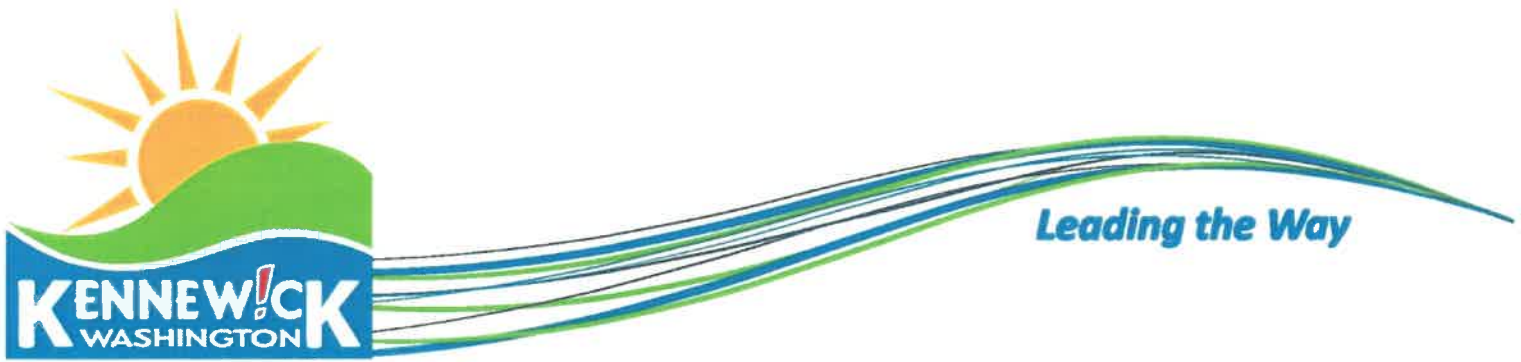
Commissioner Rader made a motion to approve the Police Support Specialist Eligibility List as presented. Commissioner Strawn seconded. **MOTION CARRIED.**

h. Request to Remove Names from the National Testing Network (NTN) Firefighter/EMT Eligibility List.

i. Did not respond to the request

1. Thomas Winn, Nathaniel Reed, Brandon Humberstone, Joanna Ferraud-McKittrick, Ryan Cruz, Conner Saint-Denis, Brandon Rheume, Timothy Cakouros, Corbin Laird, Cole Akers, Dylan Lavelle, Joshua Thilmany, Stone Aderson, Bryce Hill

Commissioner Rader made a motion to remove the presented names for not responding to the request. Commissioner Strawn seconded. **MOTION CARRIED.**



ii. Did not meet department standards

1. Curtis Edlin, Gabriel Hover

Commissioner Rader made a motion to remove the presented names for not meeting department standards. Commissioner Strawn seconded. **MOTION CARRIED.**

iii. Expired

1. Blake Hilary, Justin Hansen

Commissioner Rader made a motion to remove the presented names for expiring. Commissioner Strawn seconded. **MOTION CARRIED.**

i. Request to Approve the National Testing Network (NTN) Firefighter/EMT Eligibility List.

Commissioner Rader made a motion to approve the National Testing Network (NTN) Firefighter/EMT Eligibility List as presented. Commissioner Strawn seconded. **MOTION CARRIED.**

j. Request to Remove names from the National Testing Network (NTN) Firefighter/Paramedic Eligibility List.

i. Did not respond to the request

1. Joy Cottle

Commissioner Rader made a motion to remove the presented name due to not responding to the request. Commissioner Strawn seconded. **MOTION CARRIED.**

ii. Requested to be removed

2. Amy Quinn

Commissioner Rader made a motion to remove the presented name per candidate's request. Commissioner Strawn seconded. **MOTION CARRIED.**

k. Request to Approve the National Testing Network (NTN) Firefighter/Paramedic Eligibility.

Commissioner Rader made a motion to approve the National Testing Network (NTN) Firefighter/Paramedic Eligibility as presented. Commissioner Strawn seconded. **MOTION CARRIED.**

6. NEW BUSINESS

- a. The Police Department plans to conduct a promotional exam for the position of Sergeant in either February or March. – Discussion only no action needed.
- b. The Fire Department plans to conduct a promotional exam for the position of Captain in sometime between January and March. – Discussion only no action needed.



Leading the Way

c. Staff Updates:

i. Police Department

- 4 openings with Sergeant Littrell retiring
- 1 lateral officer starting December 16th
- The 12 training officers are doing well
- 8 officers at the Pasco academy are doing great as well
- The 12 officers in training will go solo car in January
- With the 12 officers going on the road, we will start filling open positions in
 - Traffic
 - Investigations
- Working with City Manager for future staffing
- PDR Unit reports to Police now. It has created 2-3 PSS openings
- US Attorney's Office
 - Public Safe Neighborhood Project
 - Analytic Company has been interviewing staff for the last two days
 - Created more Grant opportunities

ii. Fire Department

- Deputy Chief position currently in the application process through Western Chief
 - 11/15 informal interviews
 - 11/16 interview panels
- 3 conditional offers given
 - 2 – entry level firefighter/EMT
 - 1 – firefighter paramedic
- 2 – firefighters returning to the department after extend leave
 - They will need training again
- Working on finalizing policies
- Firefighters are utilizing the FMLA offer by the state
- Battalion Chief Mike Barnett announce his intentions of retirement
- Captain possibly being promoted to Barnett's position

d. Discussion on moving December's regular scheduled meeting 12/19/23 to 12/12/23 due to regular meeting being on Christmas week.

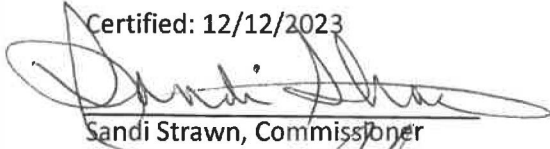
Commissioner Rader made a motion to move December's regular scheduled meeting 12/19/23 to 12/12/23 due to regular meeting being on Christmas week. Commissioner Strawn seconded. **MOTION CARRIED.**



Leading the Way

Next Special Meeting: December 12, 2023

Certified: 12/12/2023


Sandi Strawn, Commissioner


Mike Rader, Commissioner

Absent


Ron Mabry, Commissioner