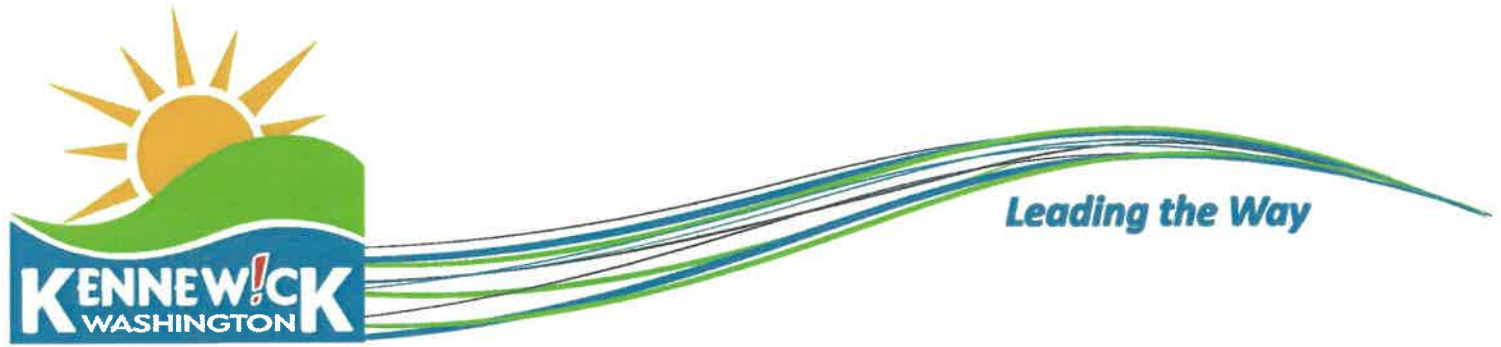




CIVIL SERVICE COMMISSION MEETING
CITY OF KENNEWICK
Tuesday, October 15, 2024 - 5:30 PM
Meeting Minutes

Commissioners Present: Sandi Strawn, Ron Mabry, Mike Rader

Staff Members Present: Fire Chief Chad Michael, Fire Deputy Chief Michael Heffner, Police Commander Jason Kiel, HR Generalist Cristina Templeton

1. CALL TO ORDER

Commissioner Strawn called the meeting to order at 5:29PM.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES: September 17, 2024

Commissioner Mabry made a motion to approve the minutes from the September 17, 2024 meeting as presented. Commissioner Rader seconded. **MOTION CARRIED.**

4. VISITORS

None

5. UNFINISHED BUSINESS

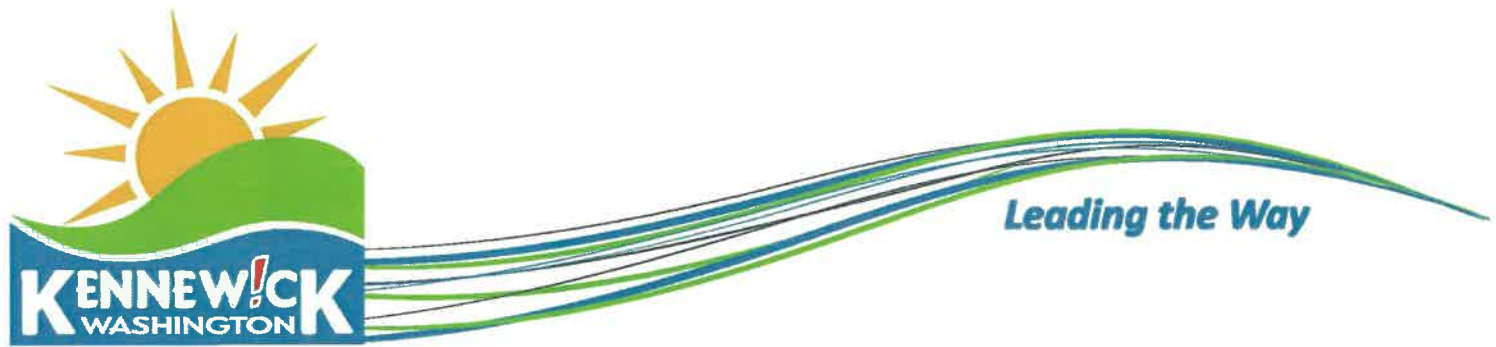
a. Request to Remove Names from the Public Safety Testing (PST) Police Officer Eligibility List.

- i. Do not meet department standards: Miguel Ramirez, Isiah Nava, Brock Sittman, Caleb Worman, Jose Chavarin, James Lee, Joshua Mendoza, Nestor Chavez, Evelyn Plaster, Jace Plumb, Jesus Martinez, Jaylan King, Joseph Lawrence, Daniel Nipper, Derek Klampher, Cody Williams

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

- ii. Requested to be removed: Paul Reinhard, Daniel Hernandez, Francisco Cruz, Chad Reed

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



- iii. Did not respond to request: Uriel Acevedo, Jeremy Gill, James Lanier, Corey Ault, Daniel Smith, Ryan Tillett, Emily Ponce, Blake Walden, Jesse Hackiewics, James Newman, Alejandro Perez, Eriberto Garcia, Kennan Vanhollebeke, Samuel Shinner, Benjamin Slupachik, Joshua Cunningham, Marcos Silva, Tristan Deruyter

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

- iv. Expired: Jacob Russell, Gian Russo, Jose Chavez, Nicholas Ford

Commissioner Mabry made a motion to remove the presented names for being expired. Commissioner Rader seconded. **MOTION CARRIED.**

- v. Hired: Gloria Barajas, Kayleb Rose, Andrew DeBowes

Commissioner Rader made a motion to remove the presented names for being hired. Commissioner Mabry seconded. **MOTION CARRIED.**

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

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

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

- i. Do not meet department standards: Kathleen Skillman

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

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

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

- e. Request to Remove Names from the Sergeant Promotional Eligibility List.

- i. Promoted: Zach Moore

Commissioner Rader made a motion to remove the presented names for being promoted. Commissioner Mabry seconded. **MOTION CARRIED.**

- f. Request to Approve the Sergeant Promotional Eligibility List.

Commissioner Mabry made a motion to approve the Sergeant Promotional Eligibility List as presented. Commissioner Rader seconded. **MOTION CARRIED.**



Leading the Way

g. Request to Remove Names from the Police Support Specialist Eligibility List.

i. Do not meet department standards: Celeste Hurley

Commissioner Rader made a motion to remove the presented names from the Police Support Eligibility List for not meeting department standards. Commissioner Mabry seconded. **MOTION CARRIED.**

ii. Expired: Travis Brett, Ryan Waddoups, Erendira Zavala, Ryker Gunnoe, Robyn Knapp, Dantes Silva, Isaac Zepeda

Commissioner Mabry made a motion to remove the presented names from the Police Support Eligibility List for being expired. Commissioner Rader seconded. **MOTION CARRIED.**

h. 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 Mabry seconded. **MOTION CARRIED.**

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

ii. Expired: Kaleb Southam, Tanner Hoskins, Brian Burfeind, Ian Graham, Robert Johnson, Mark Didenko, Erryl William Roberson, Donovan Rodriguez, Dillon King, Levi Cantrell, Naaman McGuffey, Dyllan Blair, Garret Severson, Kain McAfee, Tyler Hansen, Grayson Guerrero, Tyler Herman, Colton Rintala, Jonathan Smith, Kodi Smith, Stephen Zuloaga, Ryan Manny, Dianna Salas, Armando Saya, Nicholas Hollister, Isaac McIntyre, William Jeschke, Nickolas Sivley, James Taverne

Commissioner Rader made a motion to remove the presented names from the National Testing Network (NTN) Firefighter/EMT Eligibility List for being expired. Commissioner Mabry seconded. **MOTION CARRIED.**

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

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

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

i. Requested to be removed: Joshua McConnell

Commissioner Rader made a motion to remove the presented names from the National Testing Network (NTN) Firefighter/Paramedic Eligibility List for requesting to be removed. Commissioner Mabry seconded. **MOTION CARRIED.**

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

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



Leading the Way

m. Request to Approve the Fire Administrative Assistant Eligibility List. *Added to the agenda 10.15.2024.* Commissioner Rader made a motion to approve the Fire Administrative Assistant Eligibility List. Commissioner Mabry seconded. **MOTION CARRIED.**

6. NEW BUSINESS

a. Staff Updates:

i. Police Department

- a. 8 open positions
- b. 3 in academy
- c. 1 in training
- d. 5 that are ready for the next academy
- e. 2 conditional offers out
- f. 2 upcoming retirements – Sergeant Matt Newton 10/31/24, PSS Elizabeth Edmonson
- g. 1 PSS opening
- h. 1 Cadet recently started

ii. Fire Department

- a. Fire Administrative Assistant – top 2 candidates, making an offer to 1 this week
- b. 1 conditional offer out to a FF/PM
- c. Looking to hire staff for a peak-hour unit as well as future Fire Station 6 if ambulance utility charge change approved by City Council
- d. Successful open house/fire prevention night event, plan to continue this event yearly

b. Request to conduct an examination for the position of Battalion Chief on February 12, 2025. Commissioner Rader made a motion to approve the request to conduct an examination for the position of Battalion Chief on February 12, 2025. Commissioner Mabry seconded. **MOTION CARRIED.**

c. Request to appoint HR Generalist, Cristina Templeton, as the Civil Service Chief Examiner. Commissioner Mabry made a motion to approve the appointment of HR Generalist, Cristina Templeton, as the Civil Service Chief Examiner. Commissioner Rader seconded. **MOTION CARRIED.**

Meeting adjourn: 5:58PM

Next Regular Meeting: November 19, 2024

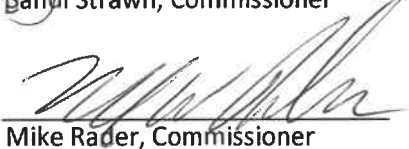


Leading the Way

Certified: 11/19/2024


Sandi Strawn, Commissioner


Ron Mabry, Commissioner


Mike Rader, Commissioner