



Leading the Way

**CIVIL SERVICE COMMISSION
CITY OF KENNEWICK**

Tuesday, August 23, 2022, 5:30 pm – Regular Meeting Minutes

Commissioners Present: Sandi Strawn, Mike Rader, Ron Mabry

Staff Members Present: Chris Guerrero, Trevor White, Kevin Crowley, Erika Villasante, Corey Osborn, Blanca Reyna

1. CALL TO ORDER

Commissioner Strawn called the meeting to order at 5:32 pm

2. APPROVAL OF AGENDA

Staff made a recommendation to modify the agenda as follows:

- Add “Request to Approve the Fire Prevention Specialist Eligibility List” as unfinished business item 5e.
- Add “Request to Administer a Police Records & Business Office Supervisor Entry-Level Exam” as new business item 6c; move “Staff Updates” to new business item 6d.
- Add “Request to Appoint a Civil Service Secretary/Chief Examiner” as new business item 6e.

Commissioner Rader made a motion to accept staff recommendations and to approve the agenda as modified. Commissioner Mabry seconded. **MOTION CARRIED.**

3. APPROVAL OF PREVIOUS MEETING MINUTES

Commissioner Mabry made a motion to approve the minutes from the July 19, 2022 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. Did not respond to request
 1. Monty Whiteaker, Flavio Aguilar, Jake Conklin, Mason, Boyes, Nathan Carlson, Joshua Jutz, Christopher Braziel, Timothy Hill, Ryan Peterson, Jacob Monnahan, Bryson Fico, Alexis Gonzalez, Onofre Vazques, James Maldonado



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

- ii. Per candidate request
 - 1. Jordan Phillips

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

- iii. Does not meet department standards
 - 1. Shane Ingalsbe, David Brogan III, Rhani Rapp-Stieler, Jack Houghton, Cody Zielke, Jonathan Chan, Matthew McCann, Juan Rocha, Eliazar Verduzco, Jared Rang

Commissioner Rader made a motion to remove the presented names for not meeting department standards. 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 National Testing Network (NTN) Police Officer Eligibility List

- i. Per candidate request
 - 1. Carter Harmes

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

- ii. Does not meet department standards
 - 1. Casey Maloney Jr.

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

d. Request to Approve the National Testing Network Police Officer Eligibility List

Commissioner Rader made a motion to remove approve the National Testing Network (NTN) Police Officer eligibility list as presented. Commissioner Mabry seconded. **MOTION CARRIED.**

e. **[ADDED]** Request to Approve the Fire Prevention Specialist Eligibility List

Commissioner Rader made a motion to remove approve the Fire Prevention Specialist eligibility list as presented. Commissioner Mabry seconded. **MOTION CARRIED.**



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6. NEW BUSINESS

a. Request to Administer a Fire Captain Promotional Exam

Commissioner Mabry made a motion to approve a Fire Captain promotional exam as presented. Commissioner Rader seconded. **MOTION CARRIED.**

b. Request to Administer a Police Sergeant Promotional Exam

Commissioner Rader made a motion to approve a Police Sergeant promotional exam as presented. Commissioner Mabry seconded. **MOTION CARRIED.**

c. [ADDED] Request to Administer a Police Records & Business Office Supervisor Entry-Level Exam

Commissioner Mabry made a motion to approve a Police Sergeant promotional exam as presented. Commissioner Rader seconded. **MOTION CARRIED.**

d. Staff Updates

i. Police Department

- We made two job offers to entry-level police officers
- We have twelve current police officer vacancies
- We have promoted Police Sergeant BJ Moos to Police Commander
- We have promoted Police Officer Steven Engle to Police Sergeant

ii. Fire Department

- We have one current fire fighter vacancy and anticipate at least one more
- We have three fire captain vacancies

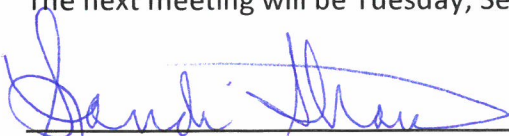
The Commission entered closed session to consider the qualifications of the Civil Service Secretary/Chief Examiner applicant.

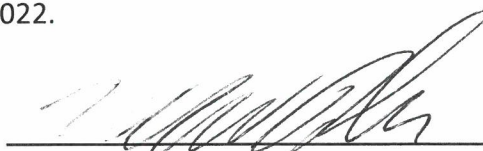
e. [ADDED] Request to Appoint a Civil Service Secretary/Chief Examiner

Commissioner Mabry made a motion to appoint Erika Villasante as Civil Service Secretary/Chief Examiner. Commissioner Rader seconded. **MOTION CARRIED.**

Commissioner Strawn adjourned the meeting at 6:14 pm.

The next meeting will be Tuesday, September 20, 2022.


Sandi Strawn


Mike Rader

September 27, 2022