

CITY OF LYNNWOOD
CIVIL SERVICE COMMISSION
MEETING MINUTES • CITY HALL, CONFERENCE ROOM 4

1 10. **Call to Order:** Meeting was called to order at 5:30pm on March 2, 2016 by Chair
2 Kimura.

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4 20. **Roll Call:**
5 Commissioner Chair Doug Kimura
6 Commissioner Vice Chair Ed Dos Remedios
7 Commissioner Gary Liming
8 Interim Secretary/Chief Examiner Lori Charles
9 Police Chief Jensen
10 Assistant Chief Sieloff

11
12 30. **Approval of Minutes:**
13 Commissioner Dos Remedios moved to approve the meeting minutes of February
14 3, 2016 as written. Commissioner Liming seconded the motion. Motion passed.

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16 40. **Public Comments:** No public comments.

17
18 50. **Staff Update:** No Updates

19
20 60. **New Business:**

21 **60.1 Approve Civil Service Rule 21.01 Change to Accurately Reflect New IAFF**
22 **Labor Agreement:**

23 Civil Service Secretary Charles presented to Commissioners the change to Civil
24 Service Rule 21.01 amending some of the position titles for the Fire Department so
25 that the Civil Service Rules accurately reflected the new 2016/2017 IAFF Labor
26 Agreement. This item had been previously reviewed at the Civil Service
27 Commission meeting on February 3, 2016. Commissioner Kimura moved to
28 approve the rule change. Commissioner Liming seconded the motion. Motion
29 passed.

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31 **60.2 Fire Department - Request to hold a Battalion Chief Exam:**

32 Discussion between Commissioners and Assistant Chief Sieloff regarding the
33 proposed testing processes for the Battalion Chief position in the Fire Department.
34 Assistant Chief Sieloff advised the Commissioners that once the Captain test
35 (which the Commission approved the previous meeting) is completed, the Fire
36 Department will proceed with filling the Battalion Chief positions with acting
37 appointments. There was also a discussion about what will be included in the
38 Battalion Chief exam process. Commissioner Dos Remedios moved to approve a
39 Battalion Chief exam. Commissioner Liming seconded the motion. Motion passed.

40
41 **60.3 Police Department - Extend the Police Sergeant Eligibility List**

42 Chief Jensen discussed the status of the Police Sergeant position in the Police
43 Department and requested that the Commission extend the current Police Sergeant
44 Eligibility List for one year. Commissioner Kimura moved to approve extending the
45 Police Sergeant Eligibility List. Commissioner Dos Remedios seconded the motion.
46 Motion passed.

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1 **60.4 Police Department - Extend the Police Commander Eligibility List**
2 Chief Jensen discussed the status of the Police Commander position in the Police
3 Department and requested that the Commission extend the current Police
4 Commander Eligibility List for one year. Commissioner Dos Remedios moved to
5 extend the Police Commander Eligibility List. Commissioner Liming seconded the
6 motion. Motion passed.

7
8 **60.5 City of Lynnwood 2016 Volunteer Recognition Dinner**
9 Secretary Charles advised the Commissioners that the date of April 13, 2016 had
10 been set for the Voluntary Recognition dinner which will be held at the Lynnwood
11 Convention Center. Secretary Charles invited all Commissioners to attend and
12 advised that when the time was determined, she would let the Commissioners
13 know.

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15 70. **Old Business:** None

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17 80. **Comments for the Good of the Order:**
18 No comments

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20 100. **Adjournment:** Meeting adjourned at 5:49pm.

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22 Approved:

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28 Commission Chair/Vice Chair

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Commission Secretary/Examiner