

**CITY OF MILTON**

**CIVIL SERVICE COMMISSION**

**January 24, 2017**

**MINUTES**

**Call to Order** 6:59pm

**Roll Call** Jack, Shelly, Gerry, Glen Also present: Chief Hernandez, Sgt. Hume

**Agenda Additions and/or Deletions**

Chief requested 3) create Asst. Chief position 4) request an entry level list

**Minutes Addition and/or Deletion** None

**Approval of September 13, 2016 Minutes** MOTION to approve Gerry, 2<sup>nd</sup> Jack, approved 4-0

**Agenda**

- 1) Pursuant to Rule 2.03, elect Chair and Vice-Chair MOTION to nominate Shelly for Chair Gerry, 2<sup>nd</sup> Jack, approved 4-0 MOTION to nominate Gerry for Vice Chair Jack, 2<sup>nd</sup> Glen, approve 4-0.
- 2) Chief Hernandez to request lateral police officer list We have one authorized and funded opening, two unfilled, unfunded. Request to wait until after February 24 to pull the names to allow a few more testing cycles to pass. MOTION to allow Debe to create a certified lateral police officer list Gerry 2<sup>nd</sup> Jack, approved 4-0.
- 3) Chief Hernandez to request an entry level police officer list. We need more candidates. All departments are looking for candidates so the lateral officers are in demand. Having a current entry level list gives us more options. MOTION to allow Debe to create a certified entry level police officer list Gerry 2<sup>nd</sup> Jack, approved 4-0.
- 4) Chief Hernandez would like to create an Asst. Chief position. He is requesting the position to be exempt from Civil Service pursuant to RCW 41.12.050 (included below for reference). Add to exempt Recognize position and agree to exempt RCW MOTION to recognize the City is creating a new Assistant Police Chief position and exempt it from Civil Service Gerry 2<sup>nd</sup> Jack, approved 4-0.

**Police Report**

There was an administrative investigation ongoing with Officer Williams. Officer Williams resigned 12/31/16 before the case was concluded. Case was closed without final conclusion. Chief notifies WJTC of any change of employment. WJTC requested supported documents. They are in charge of commissioning. In interim, shows as pending. This investigation would come out in a background investigation.

Recent officer involved shooting discussed.

Lots of activity. Many car thefts – often due to people leaving their cars running in the morning. People coming from outside Milton doing the crimes.

Mayor Perry came to the meeting before it adjourned to say thank you to the commissioners.

**Adjournment** 7:24pm

**Next meeting** to be determined after testing process is concluded.

**RCW 41.12.050**

(b) If the police chief is exempt, the classified civil service includes all full paid employees of the department of the city, town, or municipality, except the police chief and an additional number of positions, designated the unclassified service, determined as follows:

Department Personnel	Unclassified Position Appointments
6 through 10	2
11 through 20	3
21 through 50	4
51 through 100	5
101 through 250	6
251 through 500	8
501 and over	10

(3) The unclassified position appointments authorized by subsection (2)(b) of this section may only include selections from the following positions up to the limit of the number of positions authorized: **Assistant chief**, deputy chief, bureau commander, and administrative assistant or administrative secretary. The initial selection of specific positions to be in the unclassified service and exempt from civil service shall be made by the police chief, who shall notify the civil service commission of his or her selection. Subsequent changes in the designation of which positions are in the unclassified service may be made only with the concurrence of the police chief, the mayor or the city administrator, and the civil service commission, and then only after the civil service commission has heard the issue in an open meeting. If a position initially selected by the police chief to be in the unclassified service is in the classified civil service at the time of the selection, and if the position is occupied, the employee occupying the position has the right to return to the next highest position or a like position in the classified civil service.