

**CITY OF MILTON**

**CIVIL SERVICE COMMISSION**

**December 14, 2015**

**MINUTES**

**Call to Order** 7:07pm

**Roll Call** Present: Shelly, Diane, Glen Absent: Maggie, Gerry

Also present: Chief Hernandez, Sgt. Hume

**Agenda Additions and/or Deletions** None

**Minutes Addition and/or Deletions** None

**Approval of December 16, 2014 Minutes** MOTION to approve Diane, 2<sup>nd</sup> Glen, approved 3-0

**Agenda**

1) Civil Service Rule 2.03 requires us to vote on a chairperson and vice chairperson. Since this meeting is in December, this motion will be good through December of 2016.

MOTION to approve Shelly Werner as chairperson, Glen, 2<sup>nd</sup> Diane, approved 3-0.

MOTION to approve Gerry Miller as vice chairperson, Shelly, 2<sup>nd</sup> Glen, approved 3-0.

2) Budget allows hiring an additional FTE in 2016. Chief Hernandez requests a lateral and entry level list.

MOTION authorizing Debe to proceed with testing for lateral police officer, Diane, 2<sup>nd</sup> Glen, approved 3-0.

MOTION authorizing Debe to proceed with testing for entry level police officer, Diane, 2<sup>nd</sup> Glen, approved 3-0.

**Police Report**

Chief Hernandez is writing an article for the Signal. This helps communication and relations between the police and community.

Police Officers have a baseball card. This also helps build relation with community. Encouraging people to collect all twenty.

Building trust in communication is very important. Want community to understand that officers are regular people doing a job they are appointed for. When the community gets to know them, it helps with trust. So, if things happen, the community will give the officers the benefit of the doubt because they trust them.

Received a grant for fencing around the department. This helps with safety concerns.

Department will buy two new cars and a used car.

Training for officers is continuing. Crisis intervention; de-escalating situations, mentally ill, anti-harassment.

Chief Hernandez is still assessing where the department is deficient in training and working with Sgt. Takiguchi (Training Officer) to make a training plan. Making a 5 year training program to ensure all officers are able to work independently.

Started a bike program. 2 bikes/bought 2/need 1 more. This helps monitor the trail and problem neighborhoods. People don't expect to see officers on bikes. It makes them more visible and

available and can engage the community better. Several officers have gone through the bike training.

Still trying to get the department up to minimum staffing levels. Need two officers for each shift. Chief Hernandez is working to educate the City Council on what the needs are and the effects of lower levels.

Working on a contract with Puyallup to use their jail for both male and female prisoners.

Working with Wapato/Sunnyside for local jail support which would cut our costs in half.

Educating Council on what equipment the officers need. Many officers have had to purchase equipment on their own in order to have basic elements for investigations.

Instituted a new monthly evaluation process with officers. This helps so problems are identified sooner than the yearly evaluation time.

Mandate activity for officers are things that contribute to the police vision – like making contact with the public.

Adopted policy manual. Sgt. Hume is working on accreditation for agency.

**Adjournment** 8:06pm

Next meeting Tuesday, January 19, 2016 7pm Police Conference Room.