



**REGULAR MEETING NOTICE/AGENDA
THE CIVIL SERVICE COMMISSION
9:30 a.m. – JANUARY 19, 2021**

Notice is hereby given that, pursuant to Governor Jay Inslee's Fourteenth Updated Proclamation 20-28.14, dated December 8, 2020, all public meetings subject to the Open Public Meetings Act are to be held remotely and that the in-person attendance requirement in RCW 42.30.030 has been suspended until at least through January 11, 2021.

The regularly scheduled Civil Service Commission Meeting, January 19th, 2021 at 9:30 a.m. will be held virtually, some members of the Civil Service Commission staff will be attending virtually.

Individuals wishing to provide public testimony at remotely (virtually) held Civil Service meetings shall call in to participate telephonically through the instructions set out below.

The public is encouraged to tune in to the meeting by calling 408-418-9388 and entering the access code 146 106 5743 when prompted.



AGENDA

REGULAR MEETING OF THE CIVIL SERVICE COMMISSION

9:30 AM January 19, 2021

CITY HALL – CITY COUNCIL BRIEFING CENTER

808 W. SPOKANE FALLS BLVD., SPOKANE, WA 99201

1. **CALL TO ORDER/ROLL CALL**
2. **APPROVAL OF MINUTES**
 - a. November 17, 2020 Minutes
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3. **CHIEF EXAMINER UPDATE**
4. **OTHER BUSINESS**
 - a. Chief Examiner Recruitment
(Gilmore/Hult)
5. **ADJOURN**

Notes: The meeting is open to the public, with the possibility of the Commission adjourning into executive session.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane Council Chambers in the lower level of City Hall is wheelchair accessible and is also equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of a picture ID) at the City Cable 5 production booth on the first floor, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write or email Human Resources at:

- Phone: 509.625.6363
- Address: 808 W. Spokane Falls Blvd, Spokane, WA 99201
- Email: msteinolfson@spokanecity.org

Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. All requests for accommodation must be made at least forty-eight (48) hours before the meeting date.



**REGULAR MEETING OF THE CIVIL SERVICE COMMISSION
MINUTES**

NOVEMBER 17, 2020

1. CALL TO ORDER/ROLL CALL

Meeting called to order at 9:30 a.m.

Commissioner Lindsey was present via Webex and in-person.

Commissioners DeCounter, Gilmore, and Stephens were present via Webex.

Commissioner Hult was absent (excused).

2. APPROVAL OF MINUTES

- a. October 20, 2020 Minutes

MOTION: Move to approve October 20, 2020 Minutes.

Gilmore/Stephens: Motion pass unanimously.

3. CHIEF EXAMINER UPDATE

Interim Chief Examiner Pearson provided updates regarding Civil Service Department operations.

4. NEW BUSINESS

- a. Police Planner Eligibility List - Request to Void Current List

MOTION: Move to accept voiding this current list.

Gilmore/DeCounter: Motion passed unanimously.

- b. Cancellation of the December 2020 Commission Meeting

MOTION: Move to accept the cancellation of the December meeting for 2020.

Gilmore/Stephens: Motion passed unanimously.

- c. Chief Examiner Job Specification Determination

MOTION: Adopt the proposal called Proposal 1 as submitted.

Stephens/DeCounter: Motion passed unanimously.

- d. 2021 Budget Adoption

MOTION: Move to accept this budget for 2021.

Gilmore/DeCounter: Motion passed unanimously.

- e. Chief Examiner Recruitment - Initial Discussion

MOTION: Move to form a committee of 2 with the addition of a HR assistant, to at least begin to put the outline together for recruitment and interviews, for ultimate hire of our Chief Examiner.

Gilmore/Stephens: Motion passed unanimously.

5. OTHER BUSINESS

There was no other business.

6. ADJOURN

The Commission adjourned at 10:11 a.m..