



Regular Meeting Notice/Agenda

The Civil Service Commission

9:30 AM – June 16, 2026

NOTICE IS HEREBY GIVEN by the City of Spokane Civil Service Commission, that a regularly scheduled meeting of the Civil Service Commission will be held on June 16, 2026, commencing at 9:30 A.M. in the City Council Chambers – Lower Level of City Hall (808 W. Spokane Falls Blvd., Spokane WA, 99201). The purpose of the meeting is to conduct the monthly commission meeting and to discuss other matters as reflected on the attached agenda.

The meeting will be conducted in-person and open to the public with commission members, staff and presenters attending in-person and via Microsoft Teams.

Oral public comment will be accepted at the meeting for agenda items to be decided by the Commission, excluding hearing items. Individuals who want to provide oral comment at this time but are unable to physically attend the meeting shall contact the Commission at civilservice@spokanecity.org to request by 5:00 P.M. the day before the meeting, (Monday, June 15, 2026) so the Commission can make arrangements for you to participate telephonically at the meeting.

Dated this 15th day of June 2026.

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 City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Debbie DeCorde at 509.625.6373, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or ddecorde@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.



Agenda

Regular Meeting of the Civil Service Commission

9:30 AM – June 16, 2026

City Hall – City Council Chambers – Lower Level
808. W Spokane Falls Blvd., Spokane, WA 99201

1. **CALL TO ORDER/ROLL CALL**
2. **APPROVAL OF MINUTES**
 - a. May 19, 2026, Minutes
3. **CHIEF EXAMINER UPDATE**
4. **NEW BUSINESS**
 - a. None
5. **OTHER BUSINESS**
 - a. S. Richmond Appeal Hearing
 - i. Amended Scheduling Order
6. **ADJOURN**

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



Minutes

Regular Meeting of the Civil Service Commission

May 19, 2026

1. CALL TO ORDER/ROLL CALL

Meeting called to order at 9:30am. All commissioners were present.

2. APPROVAL OF MINUTES

- a. April 21, 2026, Minutes

MOTION: Move to approve.

Stratton/Palmerton: Motion passed unanimously

3. CHIEF EXAMINER UPDATE

Chief Examiner Myers gave updates on Civil Service.

- a. Firefighter recruitment is very successful. Civil Service is seeing more applicants this year compared to previous years using the Public Safety Testing process.
- b. Shellee Ives and Paxton Powell are currently on the Merit Tour, visiting multiple job sites to engage with employees.
- c. All Commissioners are to complete their training on Robert's Rules.
- d. The S. Richmond Appeal will occur during the June commission meeting. All commissioners are advised to clear their schedules for the day.

4. NEW BUSINESS

- a. Resolution 2026-07: New Classification SPN 319 Energy Auditor

- b. Resolution 2026-08: New Classification SPN 277 Report Specialist

Chief requested the removal of this classification action from the agenda.

Management no longer concurs with the classification action.

MOTION: Move to amend the agenda to remove 4b.

Palmerton/Stratton: Motion passed unanimously

- c. Resolution: 2026-09: Retitle and Revision SPN 655 Upriver Dam Assistant Plant Manager

MOTION: Move to adopt Resolution 2026-07 and 2026-09

Palmerton/Stratton: Motion passed unanimously

5. OTHER BUSINESS

- a. Chair Stephens greeted an audience member, attending the commission meeting for the first time.



6. ADJOURN

MOTION: Move to adjourn.

Palmerton/Stratton: Motion passed unanimously

Meeting adjourned at 9:36 am.

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

DRAFT

BEFORE THE CIVIL SERVICE COMMISSION
CITY OF SPOKANE

STEPHEN RICHMOND,

Petitioner,

v.

CITY OF SPOKANE,

Respondent.

AMENDED SCHEDULING ORDER

Based on Respondent's scheduling conflicts and unavailability related to the April 21, 2026 initial Scheduling Order, Chief Examiner is amending the Schedule for the Appeal Hearing to the following:

Proposed Written Orders (including Findings
of Fact and Conclusions of Law):

9/7

Hearing Date:

9/15


Hearing: Per Civil Service Commission Rule 7(a), the City is to proceed first with presentation of its case.

Issue: The issue to be considered by the Commission at the Appeal Hearing is confined to determining whether the Appellant's disciplinary action was made "in good faith for cause."

The Chief Examiner is authorized to consider reasonable requests for extension of the dates set forth herein and to issue an Amended Scheduling Order under her signature.

So Amended on April 23, 2026.

Civil Service Commission

By  06/15/2026
Signature Date

Kelsey Myers

Type or Print Name

Title: Civil Service Commission Chief Examiner

*The Commission is in receipt of Appellant Richmond's 1/17/2026 written submission. Refiling of this submission is not necessary. If Appellant intends to supplement this submission, such supplemental submission is due on 6/1, the "Initial Written Submissions" filing deadline.