



Minutes

Regular Meeting of the Civil Service Commission

May 21, 2024

1. CALL TO ORDER/ROLL CALL

Meeting called to order at 9:30am. All commissioners were present except Commissioner Gilmore and Commissioner Lindsey who had excused absences.

2. APPROVAL OF MINUTES

- a. March 19, 2024, Minutes

MOTION: Having read the minutes, I would motion approval.

Hult/Palmerton: Motion passed unanimously

3. CHIEF EXAMINER UPDATE

Chief Examiner Pearson gave updates on Civil Service.

- a. New rule books have been printed and distributed.
- b. Rule review trainings for employees and management started in April and have been going well. Special thanks to Shellee Ives and Paxton Powell for planning, advertising, and taking these trainings on the road to outside departments. Trainings will continue quarterly.
- c. We will start working on our 2025 budget and will assist other departments with position evaluations and options during the current budget cycle.
- d. Paid advertising and recruiting will be dialed back to focus on specific recruitments that must be filled. Our bigger marketing campaigns will slow down until there is a better sense of the 2025 budget. We will continue to attend job fairs and work on internal communication and education.

4. NEW BUSINESS

- a. Resolution 2024-05: Classification Actions

MOTION: Having concurrence will all parties involved, I would move acceptance of these classifications.

Hult/Palmerton: Motion passed unanimously

- b. 2023 Annual Report Presentation

- 5,500 applications received
- 178 recruitments ran (highest to date)
- 7.3% turnover rate (significantly lower than last few years)
- 35% decrease in resignations
- 54% decrease in retirements (lowest since 2008)

MOTION: I move to defer the vote on the 2023 Annual Report until the June meeting.

Palmerton/Hult: Motion passed unanimously

5. OTHER BUSINESS

- a. Commissioner Hult gave thanks to staff and the Chief Examiner for putting together the 2023 Annual Report.
- b. New Commission Chair and Vice Chair were recognized.
- c. Spokane Police Guild President, Dave Dunkin, thanked Civil Service and the Commission for their work.

6. ADJOURN

MOTION: I would move adjournment of this meeting.

Hult/Palmerton: Motion passed unanimously

Meeting adjourned at 9:41am.

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