

**CITY OF BELLEVUE
CIVIL SERVICE COMMISSION
Meeting Minutes**

Thursday
April 14, 2026

Hybrid

MEMBERS PRESENT: Patricia Sheffels, Vice-Chair
Jeff Jorgenson
Anne Noris
Linda Parrish

MEMBER ABSENT: Dan Crowner, Chair

OTHERS PRESENT: Brandon Kim, Police Department
Charlie Kimball, Fire Department
Kathleen Kline, City Attorney's Office
Rebecca Su, Human Resources
Rita Tes, Human Resources

MINUTES TAKER: Michelle Cash

I. CALL TO ORDER:

The meeting was called to order at 4:00 p.m. by Vice-Chair Sheffels.

II. ROLL CALL:

A quorum was present.

III. APPROVAL OF MEETING MINUTES:

A. Regular Meeting: January 13, 2026

Motion by Commissioner Noris and second by Commissioner Parrish to approve the January 13, 2026 Civil Service Commission regular meeting minutes as presented. Motion carried unanimously (4-0).

B. Special Meeting: February 3, 2026

Motion by Commissioner Noris and second by Commissioner Parrish to approve the February 3, 2026 Civil Service Commission special meeting minutes as presented. Motion carried unanimously (4-0).

C. Special Meeting: March 19, 2026

Motion by Commissioner Noris and second by Commissioner Parrish to approve the March 19, 2026 Civil Service Commission special meeting minutes as presented. Motion carried unanimously (4-0).

IV. ORAL COMMUNICATIONS:

None.

V. NEW BUSINESS:

A. Fire:

- Request to Conduct Battalion Chief Promotional Exam 2026

On behalf of the Fire Department, Lieutenant Kimball made an official request to conduct a Battalion Chief promotional exam in 2026. The request was driven by the fact that the current eligibility list has been fully exhausted, with all previously listed candidates already promoted. Lieutenant Kimball emphasized the need to establish a new list to ensure a ready pool of qualified candidates for future vacancies, even though no immediate openings are anticipated. He also noted that while the department hopes to attract at least three candidates, current interest may be limited due to the experience levels and career stages of existing captains.

Motion by Commissioner Jorgenson and second by Commissioner Noris to approve the request to conduct a Battalion Chief Promotional Exam in 2026. Motion carried unanimously (4-0).

- Request to Conduct Lieutenant Promotional Exam 2026

On behalf of the Fire Department, Lieutenant Kimball made an official request to conduct a Lieutenant promotional exam in 2026, noting that the current eligibility list is set to expire in September. While there are still candidates on the existing list, a new process is required to maintain continuity in staffing. The department anticipates a larger candidate pool for this position. The process will include additional steps compared to the Battalion Chief exam, such as a written test.

Motion by Commissioner Jorgenson and second by Commissioner Noris to approve the request to conduct a Lieutenant Promotional Exam in 2026. Motion carried unanimously (4-0).

- Request to Rehire Dmitriy Kozachok

On behalf of the Fire Department, Lieutenant Kimball made an official request to rehire Dmitriy Kozachok, a former firefighter who previously resigned in good standing due to family relocation. Since his circumstances have changed, he has expressed interest in returning to Bellevue Fire, particularly for its medic program opportunities. The rehire is contingent upon successfully completing a background check, medical evaluation, and psychological exam. During the discussion, a minor revision was noted in the language of the request, removing the term “unconditional employment” to avoid potential legal complications. If rehired, he will return as a new employee and be subject to a one-year probationary period.

Motion by Commissioner Jorgenson and second by Commissioner Noris to approve the request to rehire Dmitriy Kozachok, with the change noted above. Motion carried unanimously (4-0).

B. Police:

- 2026 Rule Update Adoption

The Commission began reviewing proposed updates to the 2026 Civil Service Rules but chose not to adopt them at this meeting, opting instead to continue discussion and defer final approval. Commissioners raised a number of concerns and suggested revisions, including the following:

- Remote attendance limits: Reconsider the restriction of two remote meetings per year and allow greater flexibility.
- Removal of Commissioners: Clarify how misconduct is identified and ensure the City can bring forward relevant information for Commission action.
- Gender-neutral language: Update references such as “he/she” to inclusive terms like “they/them” throughout the document.
- Public hearing requirements: Review inconsistencies and determine when hearings must be public versus when confidentiality is appropriate.
- Revocation of eligibility lists: Provide clearer language explaining when and why a list may be revoked (e.g., flawed testing process).
- Probationary period rules: Consider broadening criteria beyond medical absences to include other circumstances (e.g., military leave, emergencies) that prevent proper evaluation.
- Disciplinary standards (“for cause”): Evaluate differences between Fire and Police sections and clarify or align definitions where appropriate.

Staff were asked to incorporate feedback and provide a revised draft for further review at the next meeting.

VI. ANNOUNCEMENT OF NEXT MEETING:

Vice-Chair Sheffels announced that the next regularly scheduled Civil Service Commission meeting will be held on Tuesday, July 14, 2026 at 4:00 p.m.

VII. INFORMATIONAL ITEMS:

Fire—Status Change

- A. Firefighter/Paramedic Candidate Testing Results/Class 55
- B. Successful Completion of Firefighter Probation – Sorain Dy
- C. Training Captain Recruitment – Accepting Applications

Police—Executive Orders

- A. Resignation – Brooke Wilson
- B. Resignation – Candi Lorenzo
- C. Resignation – Isaac Garcia
- D. Transfer – Kevin Masseth
- E. Employee Recognition
- F. Thank You Report – Jan and Feb

VIII. ADJOURNMENT:

Vice-Chair Sheffels adjourned the meeting at 4:46 p.m.