



CONTACT: Diane Kendall, Sr. HR Generalist
425-452-5211

**Civil Service Commission
Regular Meeting
Agenda**

Date: October 11, 2022 (Tuesday)

Time: 4:00 p.m.

Location: Bellevue City Hall
Conf. Room **1E-110**

Join on your computer or mobile app: <https://cityofbellevue.zoom.us/j/88622098687>

Call in (audio only): 1.253.215.8782, , **Meeting ID:** 886 2209 8687 **Passcode:** 603967

- I. Call to Order
- II. Roll Call
- III. Approval of Meeting Minutes for July 12, 2022
- IV. New Business
 - a. Request to Conduct Battalion Chief Promotional Exam
 - b. Request to Conduct Fire Captain Promotional Exam
 - c. Request to Conduct a Captain Promotional Exam
 - d. Request to Conduct a Sergeant Promotional Exam
 - e. Request to Conduct a Corporal Promotional Exam
 - f. Continuous Recruitment for Lateral Police Officers



- g. Continuous Recruitment for Exceptional Entry Police Officers
- h. Continuous Recruitment for Entry Police Officers with Modifications to Selection
- i. Resolution 2022-2 Amend Section 1.04B Regarding Remote Attendance
- j. Resolution 2022-3 Add New Section to Remove Civil Service Commissioners from the Commission
- k. Resolution 2022-4 Amending 1.04A Order of Business
- l. Modifying Court Liaison Administrator Recruitment Process-2022
- V. Announcement of Next Meeting: January 10, 2023
- VI. Adjournment



Informational Items:

Fire – Status Changes:		
1.	Separations	Firefighter/Engineer Justin Jobes, Firefighter, Charles Tarrell
2.	Retirement	Firefighter/Engineer, Gary Haight
3.	Retirement	Lieutenant, Tony Dodson
4.	Retirement	Firefighter, Clay Brown
5.	Retirement	Firefighter/Engineer, Tom Dixon
6.	Promotions	Rob Dykstra, Matt Burrow, Brian Gomez, Anthony Dounis
7.	Retirement	Battalion Chief Derik Pope
8.	Reassignment	Firefighter Andrew Dragovich to Fire Prevention Officer
9.	Personnel Reassignment	Chris Archer to Provisional Lieutenant
10.	Personnel Reassignment	Rob Dykstra, Tim Yaw, Andrew Morford, Emily Peterson, Joel Green
11.	Resignation	Taylor Konkright
12.	Reassignment	Mike Phillips
13.	Personnel Reassignments	Luke Steere, Rob Dykstra
14.	2022 2 nd Quarter Performance Summary	
15.	Status Change	Luke Steere
16.	Status Change	Macaleb Fitzgerald
17.	Status Change	Charlie Kimball
18.	Resignation	Dmytro Kozachok
19.	Retirement	Gary Haight
20.	Lieutenant Eligibility List	

Police – Executive Orders		
1.	Resignation	Detective Ashley Pack
2.	Promotions	Alycia McKinney, Kathleen Carley
3.	Retirement	Patrick Arpin
4.	Office of Accountability Report	
5.	Retirement	Debbie Christopherson
6.	Resignation	Samuel Menchaca
7.	Resignation	Justin Cooper



8.	Employee Recognition	Kealii Akahane, Aleah Moe
9.	Transfer	Ryan Parrott
10.	Transfers	Rob Spingler, Darryl McKinney
11.	Resignation	Ryan Foster
12.	Retirement	Matthew McDade
13.	Temporary Assignment	Alycia McKinney
14.	Resignation	Dino Gregory
15.	Assignment	James Brack
16.	Promotion	Ellen Inman
17.	Resignation	Gabrielle Roloff
18.	Resignation	Caleb Worthington
19.	Thank You	
20.	Eligibility Lists	10/4/2022,9/12/2022,9/7/2022,8/23/2022,8/27/2022

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

Tuesday
July 12, 2022

Via Hybrid

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

OTHERS PRESENT: Chad Barnes, City Attorney's Office
Autumn Fowler, Police Department
Jay Hagen, Fire Department
Diane Kendall, Human Resources
Andrew Oltman, Fire Department
Matthew Smith, Human Resources
Joy St. Germain, Human Resources

MINUTES TAKER: Michelle Cash

I. CALL TO ORDER:

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

II. ROLL CALL:

A quorum was present.

III. APPROVAL OF MEETING MINUTES:

Chair Sheffels noted that "Members Present" was indicated twice on the April 12, 2022 meeting minutes. Commissioner Crowner should have been reflected as "Member Absent."

Motion by Commissioner Jorgenson and second by Commissioner Noris to approve the April 12, 2022 Bellevue Civil Service Commission meeting minutes with the correction noted above. Motion carried unanimously (5-0).

IV. NEW BUSINESS:

A. Request to Hold a Firefighter/Engineer Promotional Exam

On behalf of the Fire Department, Chief Hagen made an official request to conduct a promotional exam for the rank of Firefighter/Engineer in 2022. Chief Hagen said that the current eligibility list for Firefighter/Engineer expires October 5, 2022 and has been exhausted. There are currently vacancies and additional vacancies in this position are anticipated over the next two years.

Chief Hagen responded to various questions from Commissioners.

Motion by Commissioner Jorgenson and second by Commissioner Parrish to approve the request to conduct a promotional exam for the rank of Firefighter/Engineer in 2022. Motion carried unanimously (5-0).

B. Request to Hold a Fire Lieutenant Promotional Exam

On behalf of the Fire Department, Chief Hagen made an official request to conduct a promotional exam for the rank of Fire Lieutenant in 2022. Chief Hagen said that the current eligibility list expires October 12, 2022 and vacancies are anticipated.

Chief Hagen responded to various questions from Commissioners.

Motion by Commissioner Jorgenson and second by Commissioner Noris to approve the request to conduct a promotional exam for the rank of Fire Lieutenant in 2022. Motion carried unanimously (5-0).

C. Request to Modify the Promotional Process for Police Corporal, Sergeant and Captain

On behalf of the Police Department, Ms. Fowler made an official request to approve modification to the current promotional exam process for the ranks of Corporal, Sergeant, and Captain. The proposed modification removes the Professional History Portfolio portion of the assessment center. Ms. Fowler said that this modification would result in a savings of approximately \$350 per assessment, which is the fee associated with scoring the portfolio.

Ms. Fowler responded to various questions from Commissioners.

Motion by Commissioner Parrish and second by Commissioner Jorgenson to approve the request to modify the promotional process for Police Corporal, Sergeant and Captain by removing the Professional History Portfolio. Motion carried unanimously (5-0).

D. Request to Hold a Police Sergeant Promotional Exam

On behalf of the Police Department, Ms. Fowler made an official request to conduct a promotional exam for the rank of Police Sergeant in 2022. Ms. Fowler said that vacancies for this position are anticipated and there is no current list.

Ms. Fowler responded to various questions from Commissioners.

Motion by Commissioner Jorgenson and second by Commissioner Crowner to approve the request to conduct a promotional exam for the rank of Police Sergeant in 2022. Motion carried unanimously (5-0).

E. Request to Change Civil Service Rules 3.05.02 and 4.03

Ms. St. Germain summarized the proposed changes to Civil Service Rules 3.05.02 and 4.03. These changes apply to the Civil Service Rules 3.05.02 (Eligibility Lists) and 4.03 (Types of Appointments).

Mr. Barnes, Mr. Oltman and Ms. St. Germain responded to various questions from Commissioners.

Motion by Commissioner Noris and second by Commissioner Jorgenson to approve the proposed changes to the Civil Service Rules 3.05.02 and 4.03 substantially in the form presented. Motion carried unanimously (5-0).

F. Discuss Possible Update for Rule 1.04B comparing to Ordinance 6662

Mr. Barnes provided an overview of Resolution No. 2022-1, which explained that the current ordinance limits Commissioner telephonic/remote attendance in Rule 1.04B. The Resolution would allow for more flexibility with telephonic/remote attendance.

Mr. Barnes responded to various questions from Commissioners. A resolution will be presented for approval at the next meeting.

V. ANNOUNCEMENT OF NEXT MEETING:

Chair Sheffels announced that the next regularly scheduled Civil Service Commission meeting will be held on Tuesday, October 11, 2022 at 4:00 p.m.

VI. INFORMATIONAL ITEMS:

Fire—Status Change

1. Personnel Reassignment, Steve Anderson, Emily Peterson
2. Educational Incentives, Reilly

3. Educational Incentives, Guitron
4. Probationary Completion, Derik Pope
5. Probationary Completion, Dave Tait
6. Retirement, Clay Brown
7. Personnel Reassignment, Ryan Armstrong, John Lapsansky, Anthony Dounis
8. 2022 Recruit Academy
9. Retirement, Todd Dickerboom
10. American Heart Association—The Mission: Lifeline EMS Award-Gold Plus
11. Probationary Firefighter Assignments
12. Personnel Reassignments
13. Retirement Notification, Camari Olson
14. Personnel Reassignments
15. Promotion, Dave Beste
16. Promotions, Dave Beste, Doug Halbert, Andrew Oltman, Marcus Howle, Kris Kanzler, Chad Halterman, James Bailey
17. Retirement, Bill Evans
18. Retirement, Bob Crueger
19. Change Status, Ryan Armstrong, Aaron Keller, Charles Tarrell, Justin Jobes, Eric Keenan, Andres Dragovich
20. Eligibility List, Entry Firefighter
21. Eligibility List, Deputy Fire Chief
22. Eligibility List, Lateral Entry

Police—Executive Orders

1. Acting Corporal, Taylor Moreland
2. Acting Corporal, Molly McCormick
3. Retirement, Dave Deffenbaugh
4. Assignments, Taylor Moreland, Kyle Kunce
5. Resignation, Alex Lyles
6. Assignment, Amir Mousavi
7. Temporary Assignment, Taylor Moreland
8. Assignment, Brian Benshoof, Adam Berns, David Swinney
9. Office of Accountability, 3rd and 4th Quarter 2021
10. Peer Support Team, Joseph Tellier, Kara Odges, Jaimi Vassallo, Melissa King
11. Resignation, Eduardo Dominguez-Silva
12. Resignation, Nicolas Roche
13. Assignment, Tyler Cornmesser
14. Temporary Assignment, Molly McCormack
15. Resignation, Spencer Meade
16. Retirement, Tim Stoutt
17. Transfer, Dave Sanabria, Mark Tarantino, Debbie Christopherson
18. Resignation, Christopher Ford
19. Employee Recognition Award, Darin Karasich
20. Resignation, Ange Amichia
21. Eligibility List, Entry Police Officer
22. Eligibility List, Exceptional Entry Police Officer

These minutes are in DRAFT form until approved by the Civil Service Commission.

- 23. Eligibility List, Experienced Police Officer
- 24. Eligibility List, Police Support Officer
- 25. Eligibility List, Police Experienced Police Officer
- 26. Eligibility List, Exceptional Entry Police Officer
- 27. Eligibility List, Police Experienced Police Officer
- 28. Thank You, February/March
- 29. Thank You, April/May

VII. ADJOURNMENT:

Chair Sheffels adjourned the meeting at 5:14 p.m.



Fire Department

Interoffice Memorandum

October 4, 2022

TO: Joy St. Germain, Chief Examiner
Civil Service Commission

FROM: Jay Hagen, Fire Chief

SUBJ: REQUEST TO CONDUCT BATTALION CHIEF PROMOTIONAL EXAM IN 2023

In accordance with Civil Service Rules and Regulations, please accept this correspondence as an official request to conduct a promotional exam for the rank of Battalion Chief, with the process beginning in the 1st or 2nd quarter of 2023 based on scheduling of proctor. The current list expired on May 12, 2023, and has already been extended one year.

The department intends to prepare the Fire Battalion Chief job announcement based on the following minimum qualifications:

Hold a valid Emergency Medical Technician (EMT) or paramedic certification

and

Provide documentation demonstrating earned a minimum of 100 points as outlined on the "Battalion Chief Qualifications" matrix (revised December 15, 2008 and attached)

or

Have three consecutive years' experience as a Bellevue Fire Captain

or

Fire Captains who have previously qualified to take the Battalion Chief's exam are eligible. "Previously qualified" is defined as having filed an application prior to April 1, 2017, and ruled as 'eligible' to take the examination and be promoted.

All applicants must meet the above qualifications on or before the application deadline.



Fire Department Interoffice Memorandum

In addition, the details of the promotional exam process and scoring are as follows:

- Tactical Exercise: (Weight 40% of Total Score)
- Assessment Center: (Weight 60% of Total Score)

A total score averaging 70% or above, which includes a combination of the tactical exercise and assessment center, will be considered as passing.

If you have any questions, please contact me at (425) 452-6895.

Sincerely,

Jay Hagen
Fire Chief



Fire Department

Interoffice Memorandum

BATTALION CHIEF QUALIFICATIONS (100 Points Needed to Participate in Exam and for Appointment)

EDUCATION	Maximum Points - 60
Post Graduate Degree from an accredited college or university	60
Four-year Degree from an accredited college or university	55
Two-year Degree from an accredited college	35
Other certifications from accredited learning institutions (i.e. Harvard Fellowship, Bates Vocational Certification, Executive Fire Officer [EFO] etc.)	10
EXPERIENCE	Maximum Points - 65
Years of experience as an Operations Captain	10 points/year 5 points/6 months (maximum 50 points)
Incident Command Experience	2.5 points/year (Maximum 10 points)
Years of experience as Supply & Maintenance Officer	5 points/year
Years of experience as Community Liaison Officer	5 points/year
Years of experience as Assistant Training Officer	5 points/year
Years of experience as EMS Administrative Officer	5 points/year
Two years or more of experience in a leadership role in a recognized fire service association or organization (i.e. NFPA, State or County Fire Chiefs, State or County Fire Marshals, State or County Training Officers, etc.)	5
Labor Relations experience	5
Special Assignments Experience Projects (i.e. USAR, D-MAT, State Mobilizations, etc.)	5
TRAINING	Maximum Points - 30
Emergency Management Certificate	10
City Manager's Intern Program	10
Paramedic Certification	10
Officer Development Academy Graduation	10
City of Bellevue Management Certificate	5
Washington State ICS Certification	5 points per certificate
Fire Academy Course Attendance, with Certificate	2.5 per week
Other Certification or Accreditation (i.e. Haz Mat, etc.)	2.5 points per certificate
Fire Instructor I Certification	2.5
ICS Safety Officer Certification	2.5

December 15, 2008



Fire Department

Interoffice Memorandum

October 5, 2022

TO: Joy St. Germain, Chief Examiner
Civil Service Commission

FROM: Jay Hagen, Fire Chief

SUBJ: REQUEST TO CONDUCT FIRE CAPTAIN PROMOTIONAL EXAM IN 2023

In accordance with Civil Service Rules and Regulations, please accept this correspondence as an official request to conduct a promotional exam for the rank of Captain, with the process will be conducted in January of 2023. The current list expires on January 27, 2023 and has already been extended by one additional year.

The department intends to prepare the Fire Captain job announcement based on the following minimum qualifications:

Two consecutive years' experience as a Bellevue Fire Lieutenant or Lieutenant MSO; a valid Emergency Medical Technician (EMT) or paramedic certification;

and

The qualifications detailed in the "Captain Qualifications" matrix (attached), with a minimum of 100 points needed to participate in the promotional process. Final determination will be made by an appointing authority.

or

Fire Lieutenants who have previously qualified to take the Captain's exam are eligible. "Previously qualified" is defined as having a document on file with the Training Division showing previous qualification.

All requirements must be met prior to the closing of the application period.

In addition, the details of the promotional exam process and scoring are as follows:

- Written examination: As a component of the promotional process, a written examination is administered and candidates must complete the exam to be eligible to take part in the balance of the promotional exam. (Weight 20% of Total Score)
- Tactical Exercise: (Weight 20% of Total Score)
- Assessment Center: (Weight 60% of Total Score)

A total score averaging 70% or above, which includes a combination of the written examination, tactical exercise and assessment center will be considered as passing.

If you have any questions, please contact me at (425) 452-6895.

Jay Hagen
Fire Chief

CAPTAIN QUALIFICATIONS
(100 Points Needed to Apply)

EDUCATION	Maximum Points – 50
Completion of Officer Development Academy	50
Four-year Degree from an accredited college or university	40
Two-year Fire Service Degree from an accredited college	40
Two-year Degree from an accredited college	30
EXPERIENCE	Maximum Points – 50
3 Years of experience as a Fire Lieutenant	50
2 Years of experience as a Fire Lieutenant	40
Years of experience in Administration (Community Liaison Officer, EMS Training Officer, Assistant Training Officer)	5 points/year (Maximum of 30 Points)
TRAINING (Accredited College, Officer Development Academy or other certifying body; e.g. NFPA, IFSAC)	5 Points Each (Maximum Points – 50)
8 out of 12 listed classes	8 out of 12 listed classes
1. Fire Instructor I	
2. Building Construction	
3. Strategy & Tactics	
4. Leadership	
5. Hazardous Materials	
6. National Fire Academy Incident Safety Officer	
7. Fire Investigation	
8. Fire Inspection	
9. Fixed Fire Protection	
10. Report Writing	
11. Wildland Urban Interface (Red Card; S130 S190)	
12. Supervision Human Resources Management	

NOTES:

- If a member takes 50 points for Officer Development Academy, the same classes cannot be used for credit in the Training category.



Bellevue Police Department

MEMORANDUM

Date: 10/10/22

FROM: Chief Wendell Shirley
TO: Civil Service Commission

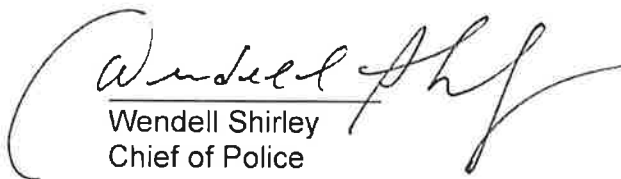
Police Captain Promotional Exam – 2023

In accordance with Civil Service Rules and Regulations, please accept this correspondence as an official request to conduct a promotional exam for the rank of Police Captain in 2023.

The current eligibility list is exhausted, and we have a vacancy in this position that will carry into 2023. We intend to prepare the Police Captain announcement based on the following minimum qualifications:

- Four-year degree in Police Sciences or approved field at time of appointment.
- Must have completed two (2) years of continuous service as a Bellevue Police Sergeant by the application date.
- The candidate must have no semi-annual evaluations showing a "Below Standards" rating during the previous 12 months.

The exam will consist of an Assessment Center which is a variety of simulated written, oral, and training exercises to evaluate a wide range of supervisory and training skills and abilities, including knowledge of the Bellevue Police Department's policies and procedures. An overall score of 70% will be considered passing.


Wendell Shirley
Chief of Police



Bellevue Police Department

MEMORANDUM

Date: 10/10/22

FROM: Interim Chief Wendell Shirley
TO: Diane Kendall, Civil Service Commission

Police Sergeant Promotional Exam - 2023

In accordance with Civil Service Rules and Regulations, please accept this correspondence as an official request to conduct a promotional exam for the rank of Police Sergeant in 2023.

The current eligibility list will expire on September 12th, 2023. We expect vacancies in this position in 2023 after this expiration date. We intend to prepare the Police Sergeant announcement based on the following minimum qualifications:

- Ninety hours of college credit course work or AA degree.
- Must have completed three (3) years of continuous service as a Bellevue Police Officer by the file date and/or be a Lateral Police Officer who has served five years or more at another law enforcement agency in a patrol officer or detective position and eighteen (18) months as a Police Officer for the Bellevue Police Department by the file date.
- The candidate must have no bi-yearly evaluations showing two or more ratings of "Below Standards" in any categories during the previous 12 months.

The exam will consist of an Assessment Center which is a variety of simulated written, oral and training exercises to evaluate a wide range of supervisory and training skills and abilities, including knowledge of the Bellevue Police Department's policies and procedures. An overall score of 70% will be considered passing.



Wendell Shirley
Chief of Police



Bellevue Police Department

MEMORANDUM

Date: 10/10/22

FROM: Chief Wendell Shirley
TO: Civil Service Commission

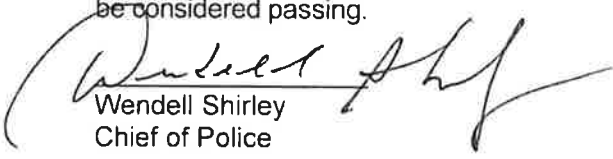
Police Corporal Promotional Exam - 2023

In accordance with Civil Service Rules and Regulations, please accept this correspondence as an official request to conduct a promotional exam for the rank of Police Corporal in 2023.

The current eligibility list has expired, and we expect we may have vacancies in this position in 2023. We intend to prepare the Police Corporal announcement based on the following minimum qualifications:

- Must have completed two (2) years of continuous service and/or be off probation status and/or have two years as a commissioned police officer with another agency.
- The candidate must not have been reduced for the rank of corporal for disciplinary and/or performance reason within the last year prior to the application for the position. The date of such disciplinary action shall be the date of the executive order was signed regardless of the appeal process.
- Must have no semi-annual evaluations showing a "Below Standards" rating during the previous 12 months.

The exam will consist of an Assessment Center which is a variety of simulated written, oral and training exercises to evaluate a wide range of supervisory and training skills and abilities, including knowledge of the Bellevue Police Department's policies and procedures. An overall score of 70% will be considered passing.


Wendell Shirley
Chief of Police



Bellevue Police Department

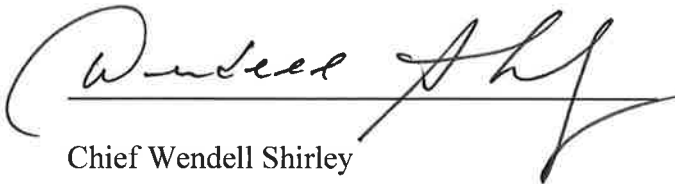
MEMORANDUM

Date: 10/5/22

From: Chief Wendell Shirley
To: Diane Kendall, Civil Service Commission

RE: Agenda Memo Recruitment of Lateral Officers - 2023

Please accept this correspondence as a request for continuous recruitment for Lateral Police Officers in 2023. We expect vacancies during the year. There are no changes in the recruitment or testing process.



Chief Wendell Shirley



Bellevue Police Department

MEMORANDUM

Date: 10/5/22

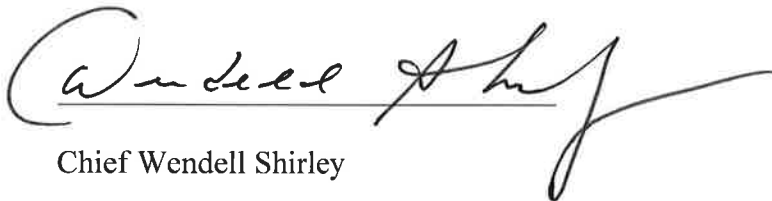
To: Civil Service Commission

From: Chief Wendell Shirley

Subject: Request for Recruitment of Exceptional Entry Police Officers- 2023

In accordance with the Civil Service Rules and Regulations, please accept this correspondence as a request for continuous testing for Exceptional Entry Police Officers in 2023. We expect vacancies during the year and there are no changes in the process.

This is in addition to our entry and lateral recruitment process as this captures officers who have graduated a recognized law enforcement academy but have less than two years as a police officer, which is the minimum number of years to be considered a lateral officer.



Chief Wendell Shirley



Bellevue Police Department

MEMORANDUM

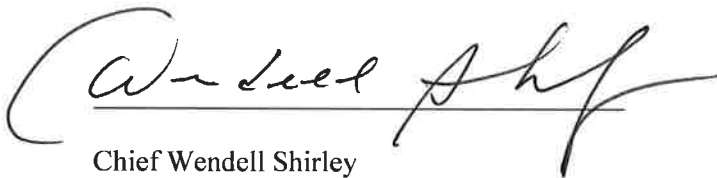
Date: 10/5/22

From: Chief Wendell Shirley
To: Diane Kendall, Civil Service Commission

RE: Agenda Memo Recruitment of Entry Officers - 2023

Please accept this correspondence as a request for continuous recruitment for Entry Level Police Officers in 2023. We expect vacancies during the year.

This is in conjunction with our request to change the process for entry level testing (see memo subject line: Agenda Memo- Modifying the Selection Steps for Entry Level Police Officers).



Chief Wendell Shirley



Bellevue Police Department

MEMORANDUM

Date: 10/03/2022

FROM: Chief Wendell Shirley
TO: Civil Service Commission

**Re: Civil Service Commission Meeting October 11th, 2022 -
Agenda Memo Related to Modifying the Selection and timing of
Civil Service certification for Entry Level Police Officers**

NOTIFICATION

Please accept this correspondence as a request for approval for modification to the selection and timing of Civil Service certification used in the screening, ranking, and selection of entry level police officers.

AGENDA MEMO

Agenda Memo Subject:

The Bellevue Police Department requests that the Bellevue Civil Service Commission, pursuant to Bellevue Civil Service Rule 6.02.03, approve modification to the steps and devices used in the screening of entry level applicants.

Fiscal or Other Impacts:

This modification to the step process will expand the reach and scope of recruiting police applicants.

Background:

Per Civil Service Rule 6.02.03, the Commission shall approve, prior to posting a job announcement, the steps and/or kinds of devices to be used, the relative weight of each scored step, and the passing score required on each scored step in order to proceed to the next step. This proposal is to modify the timing of the application/testing steps to save applicants time and money.

Currently applicants must proceed through the following steps prior to being offered a final job and being hired:

- (1) Applicant takes NTN written, video-scenario tests and PAT
 - a. If in the military, uploads military document for Military preference points;
- (2) Applicants are ranked based on the NTN test scores & military bonus;
- (3) The applicant is scheduled for an Intake Interview
- (4) If the applicant passes the intake interview with a score of 70% or higher, they proceed to the background investigation. PSU emails the Personal History Questionnaire with a 2-week deadline to return to PSU; a. Once the Personal History Questionnaire is received,

- the background begins and continues up until a recommendation for hire/not hire and conditional job offer
- (5) If a conditional job offer is provided the applicant takes the polygraph, medical and psychological. Pending successful completion of these exams, a final Chief's interview will be scheduled
 - (6) The chief will then interview the applicant and the applicant is either disqualified or offered a final job offer.

The changes we are requesting are to the order of Steps 1-3 due Command approval to utilize Public Safety Testing.com (PST), in addition to NTN, to do the initial testing of entry level candidates. The request to use a second company (PST and NTN) to test entry level police applicants was made after the number of applicants we are receiving from NTN no longer meets our recruiting needs and goals. The hope is that with the addition of PST we will reach additional applicants and provide additional options for them to apply to the Bellevue Police Department.

However, in order to preserve the integrity and ranking of Entry level candidates on the eligibility list, candidates will need to be ranked after the Intake Interview so that all applicant's scores are based on the same testing step. Therefore, the proposed modifications would be as follows:

- (1) Applicant takes NTN or PST written, video-scenario tests
- (2) All applicants who score 70% or above on the NTN or PST exams are scheduled for an Intake Interview
- (3) Applicants are ranked based on the Intake Interview results & military bonus points.
- (4) If the applicant passes the intake interview with a score of 70% or higher, they proceed to the background investigation. PSU emails the Personal History Questionnaire with a 2-week deadline to return to PSU; Once the Personal History Questionnaire is received, the background begins and continues up until a recommendation for hire/not hire and conditional job offer.
- (5) If a conditional job offer is provided the applicant takes the polygraph, medical and psychological. Pending successful completion of these exams, a final Chief's interview will be scheduled
- (6) The chief will then interview the applicant and the applicant is either disqualified or offered a final job.

Effective Date:

The modification shall be effective on December 1, 2022.

Motion:

Move that effective December 1, 2022, the steps used in the selection of entry police officers are modified and effective.

BELLEVUE CIVIL SERVICE COMMISSION

RESOLUTION NO. 2022-2

A resolution amending section 1.04B of the City of Bellevue Civil Service Rules and Regulations related to remote attendance.

WHEREAS, the Civil Service Commission's Rules and Regulations provide limited means for telephonic attendance; and

WHEREAS, throughout the Covid-19 the Civil Service Commission meet remotely in accordance with public health directives; and

WHEREAS, the Civil Service Commission recognizes the need to update the Civil Service Rules and Regulations to provide greater flexibility to allow Commissioner's to attend meetings remotely while still encouraging in-person attendance;

NOW THEREFORE, the Bellevue Civil Service Commission does resolve that the 2019 Civil Service Rules and Regulations for the City of Bellevue, as previously adopted and amended are further amended as follows:

1. Section 1.04B shall hereafter read as follows:

1.04B Remote Attendance

1. Commission members may attend regular meetings, committee meetings or any other type of Commission meeting remotely by telephone or other technological means. Members are encouraged to attend meetings in-person but may attend meetings twice per calendar year remotely, provided, that this limitation shall not apply when a Commission Member is excused for medical reasons or during a declared emergency.

2. Notice of remote attendance should be provided to the Secretary-Chief Examiner not less than twenty-four hours before the scheduled start time for the meeting. The Secretary-Chief Examiner or designee shall advise the presiding officer of the members participating remotely.

3. At any meeting where a Member is attending remotely, a telephone or other such device, that allows the voice of the Member to be heard by everyone present in the meeting room and that allows the Member to identify himself or herself before speaking, shall be present in the meeting room. Prior to leaving the meeting, the Member shall notify the others if he/she is about to disconnect from the call. A Member who is connected telephonically or technologically shall be considered to be

actually present at that meeting for the period of time he/she is so connected, and that presence shall count toward a quorum for the Commission or committee for all purposes.

APPROVED AND ADOPTED at the Civil Service Commission's Regular Meeting on this ____ day of October 2022.

Chairperson

Attest:

Secretary Examiner

Approved as to form:

Chad Barnes
Senior Assistant City Attorney

BELLEVUE CIVIL SERVICE COMMISSION

RESOLUTION NO. 2022-3

A resolution adding a new section 1.11 to the City of Bellevue Civil Service Rules and Regulations related to removal of a Civil Service Commissioner from the Civil Service Commission.

WHEREAS, The Bellevue Civil Service Commission rules do not currently address the process for removing a Civil Service Commissioner from office; and

WHEREAS, Civil Service Commissioner are appointed by the Bellevue City Manager; and

WHEREAS, Chapters 41.08 and 41.12 RCW address the grounds for removal of a Civil Service Commissioner from office and the process to be used; and

WHEREAS, the Civil Service Commission desires to establish a process whereby it can make a recommendation for removal of a Commissioner from office to the Bellevue City Manager if the circumstances warrant;

NOW THEREFORE, the Bellevue Civil Service Commission does resolve that the 2019 Civil Service Rules and Regulations for the City of Bellevue, as previously adopted and amended are further amended to add a new section:

1. Section 1.11 shall be read as follows:

1.11 Recommendation of Removal from Office.

Any member of the Civil Service Commission may be recommended for removal from office for incompetency, incompatibility or dereliction of duty, malfeasance in office, or other good cause. A motion for recommendation for removal of a commissioner from office may be made by another member of the commission stating in writing the basis for removal from office.

If a motion for recommendation of removal from office is passed by the Civil Service Commission, the Secretary-Chief Examiner shall transmit the motion for recommendation of removal from office and the Civil Service Commission's meeting minutes in which the motion was considered, as soon as practicable, to the Bellevue City Manager for disposition consistent with Chapters 41.12 and 41.08 RCW.

APPROVED AND ADOPTED at the Civil Service Commission's Regular Meeting on this ____ day of July 2022.

Chairperson

Attest:

Secretary Examiner

///

///

Approved as to form:

Chad Barnes
Senior Assistant City Attorney

BELLEVUE CIVIL SERVICE COMMISSION

RESOLUTION NO. 2022-4

A resolution amending section 1.04A to the City of Bellevue Civil Service Rules and Regulations related to the order of business during Civil Service Meetings.

WHEREAS, The Bellevue Civil Service Commission rules specify the order of business for Civil Service Meetings; and

WHEREAS, the Open Public Meetings Act has been amended to require public participation be offered at public meetings; and

NOW THEREFORE, the Bellevue Civil Service Commission does resolve that the 2019 Civil Service Rules and Regulations for the City of Bellevue, as previously adopted and amended are further amended as follows:

1. Section 1.04A shall be amended to hereafter read as follows:

1.04A Order of Business

At all regular meetings, the order of business shall be as follows:

1. Call to order
2. Roll call
3. Approval of minutes of previous meetings
4. Oral communication from the public, limited to three minutes per person on items on the Civil Service Commission meeting agenda.
5. New business
6. Announcement of Next Meeting
7. Adjournment

The agenda may be amended by motion consistent with the Open Public Meetings Act and Roberts Rules of Order.

APPROVED AND ADOPTED at the Civil Service Commission's Regular Meeting on this ____ day of October 2022.

Chairperson

Attest:

Secretary Examiner

Approved as to form:

Chad Barnes
Senior Assistant City Attorney



Bellevue Police Department MEMORANDUM

Date 10/3/22

FROM: Chief Wendell Shirley
TO: Diane Kendall, Civil Service Commission

Subject: Modifying Court Liaison Administrator Recruitment Process--2022

The Bellevue Police Department requests that the Bellevue Civil Service Commission, pursuant to the Bellevue Civil Service Rules 6.02.03, approve modifications to the steps and devices used in the screening of Court Liaison Administrator candidates. We are requesting the following process.

Background:

Currently, Court Liaison Administrator candidates consist of varied work experience level but the position is not entry level. We are requesting the addition of a year of evaluations to give an insight into the candidates work experience and evaluate the candidate for this role. There are no other changes to the process.

- The applications will be reviewed to ensure that the candidate meets the posted minimum requirements. Several screening questions will be included with the application and the applications will be scored by a Matrix. The applicants that pass the Matrix minimum required score (75% minimum) will be invited to a telephone interview. These interviews will be scored with another Matrix with a minimum score of 75%.
- All passing applicants must submit a year of written employer evaluations or an equivalent written supervisor review(s) covering the most recent 12 months of employment.
- The top 5 candidates that meet or passes the Matrix minimum telephone interview score will be invited to a personal interview. These interviews will also be graded by a Matrix with a minimum 75% passing score. The panel will also review the candidate's submitted employer evaluations. These will be scored with another Matrix with a minimum score of 75%. Both these scores will be combined and averaged to create the candidate's overall score.

- The finalist(s) will then be placed on the Civil Service Eligibility List and go through the Background Investigation which is conducted by a Personnel Services Unit Backgrounder. After successful completion of the Background Investigation, the candidate may be offered a Conditional Job Offer and will then be required to take a Polygraph, be fingerprinted for a check through WACIC, and drug tested.
- The background check is intended to determine suitability pursuant to RCW 41.12.070. A Background Investigator will be assigned to conduct the Background Investigation which will be pass/fail. If at any point during the Background Investigation it is discovered the candidate does not meet the minimum qualifications for the position, the candidate will be disqualified from the process.
- The candidates that are scheduled for a polygraph to determine suitability for employment with a law enforcement agency. The polygraph will be scored on a pass/fail basis.
- If the applicant passes the Background Investigation, the polygraph and the drug test, the candidate may be extended a final job offer.

Wendell Shirley
Chief Wendell Shirley



Fire Department

Interoffice Memorandum

October 6, 2022

TO: Joy St. Germain, Chief Examiner
Civil Service Commission

FROM: Jay Hagen
Fire Chief

SUBJ: STATUS UPDATE

This letter is to serve as formal notification to the City of Bellevue Civil Service Commission of the recent separation of two employees:

- Firefighter/Engineer Justin Jobes resigned from the City July 25, 2022
- Firefighter Charles Tarrell separated from the City July 25, 2022

If you have any questions, please contact me at (425) 452-6895.

Sincerely,

A handwritten signature in cursive script that reads "Jay Hagen".

Jay Hagen
Fire Chief



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department

SPECIAL NOTICE 22-082

September 15, 2022

TO: All Personnel

FROM: Andy Adolfson
Acting Fire Chief

SUBJ: Retirement Notification

Firefighter/Engineer Gary Haight retired effective August 1st after serving the citizens of Bellevue and the surrounding communities for over 32 years.

Gary was hired on January 8, 1990. He dedicated much of his career to truck work and improving the quality and safety of our Firefighter/Engineers and apparatus.



When Gary was working the rigs were spotless, shining and in the highest state of preparedness. He was 'the rock' on his crew that his officer could depend on, day in and day out. Gary was a strong informal leader on his crew who took others, both new and tenured, helping them improve their knowledge and skills.

Highlights of his time with the Bellevue Fire Department include:

- Member of the Apparatus and Equipment Committee for 18 years
- High Angle Rope Rescue instructor for 18 years
- Department Driving Instructor for 15 years
- Work on the High Angle Rope Rescue and Ventilation Training Manuals
- Aerial and Tiller Operator training manual and testing materials
- Development of a Federal and State compliant fleet maintenance program
- 2420 Hours as acting lieutenant

Gary will continue to have a strong tie to our Fire Department through his son, Mac, who was hired at the beginning of last year!

Please join me in congratulating Firefighter/Engineer Gary Haight and wishing him well for a healthy and successful retirement.

Respectfully,

Andy Adolfson

Acting Fire Chief



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department

SPECIAL NOTICE 22-083

September 29, 2022

TO: All Personnel

FROM: Jay Hagen
Fire Chief

SUBJ: Retirement Notification

Lieutenant Tony Dodson retired effective Friday, September 30, 2022. Tony began his career with the Bellevue Fire Department September 9, 2002 and has served the residents of our service area and the Bellevue community diligently for the past 20 years.

Before coming to Bellevue Tony spent 21 years in the United States Army as a Ranger and helicopter pilot; he was highly decorated for his meritorious service. He is also an avid cyclist and has competed in 'Iron Man' competitions.

Tony has been known for his straightforward leadership style representing both the administration and his crews with excellence. He led by example taking on the dirty jobs that many delegate to the probationary member.

He valued the input of his crew both in the station and at incidents. Tony held his crew to a very high standard but expected even better from himself.

He showed his respect, caring, and empathy for others. When a crew member had a birthday, Tony brought in cake; when assisting the less fortunate on a call he would give the socks right off his feet if a person needed them. He worked diligently to get people the services and help they needed. Quoting a member of his crew "those of us who have worked for Tony will agree we are better for him being our officer."

Highlights of his time with the Bellevue Fire Department include:

- Promoted to Lieutenant February 15, 2014
- Assigned to Ladder 107 from April 1, 2017, until retirement
- Certification in all tech rescue specialties
- Water rescue swimmer
- Red Card certified

Tony is looking forward to spending time with his family and traveling.

Please join me in congratulating Tony and wishing him well for a healthy and successful retirement.



Respectfully,

Jerome D. Hagen

Jay Hagen
Fire Chief



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department

SPECIAL NOTICE 22-081

September 15, 2022

TO: All Personnel

FROM: Andy Adolfson
Acting Fire Chief

SUBJ: Retirement Notification

Firefighter Clay Brown retired on June 11 after serving our organization for over 26 years. Clay started his career with Bothell Fire Department and came to us on January 24, 1996.

Always a smile on his face and a positive attitude, he made shift work much more bearable. Clay was an easy going, quiet firefighter whose compassion and dedication still made big impacts. His heart was huge, and he took the extra steps, both on duty and off, to help those who needed assistance.

Clay was a 'jack of all trades' often floating out of his home station to help. He worked as an acting lieutenant since at least 2000 and an acting engineer since 2005, racking up a truly impressive number of hours for each!



Highlights of his time with the Bellevue Fire Department include:

- Significant assignments included Station 9, Station 7 and, for the last 10 years, Station 5
- Over 9,700 hours as an acting engineer
- Over 15,900 hours as an acting lieutenant

Please join me in congratulating Clay and wishing him well for a healthy and successful retirement.

Respectfully,

Andy Adolfson

Acting Fire Chief



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department

SPECIAL NOTICE 22-078

September 7, 2022

TO: All Personnel

FROM: Jay Hagen
Fire Chief

SUBJ: Retirement Notification

Firefighter/Engineer Tom Dixon is retiring effective Thursday, September 8, 2022. Tom began his career with the Bellevue Fire Department in January of 1994 and has served the residents of our service area and the Bellevue community diligently for the past 28 years.

Highlights of his time with the Bellevue Fire Department include:

- Assigned to stations 1, 3, 4, 8 (recruit time at 5, 7)
- Promoted to Firefighter/Engineer in 2009
- Has served as one of the department's SCBA Techs since 2013 and is currently the program lead.
- Over ten years managing the department's pre-fire plan program
- He has played an important role in improving our inventory management using Operative IQ



Firefighter/Engineer Dixon is known for his wry smile and (sometimes) subtle sense of humor. He has always been willing to bring important issues to the attention of his superiors and advocating for pragmatic solutions. He has also always had a deep desire to make our workplace safer and more enjoyable!

Please join me in congratulating Firefighter/Engineer Tom Dixon and wishing him well for a healthy and successful retirement.

Respectfully,

A handwritten signature in cursive script that reads "Jay Hagen".

Jay Hagen
Fire Chief



City of Bellevue
Fire Department

Jay Hagen Fire Chief

Bellevue Fire Department

SPECIAL NOTICE 22-078

September 1, 2022

TO: All Personnel
FROM: Jay Hagen, Fire Chief
SUBJ: PROMOTIONS

I am pleased to be able to announce the following promotions effective September 1, 2022:

Captain Rob Dykstra to the rank of Battalion Chief
Lieutenant/MSO Matt Burrow to the rank of Captain/MSO
Lieutenant Brian Gomez to the rank of Captain
Firefighter Anthony Dounis to the rank of Lieutenant

With the anticipation of additional promotions soon, these individuals will continue in the assignments they have been performing in a long-term acting role. As there are currently several promoted positions staffed with provisional appointees' reassignment will occur on, or about, October 1st when the new Civil Service promotional lists for Lieutenant and Firefighter/Engineer are certified and Rule of Three interviews can be conducted.

All four of these individuals have shown dedication to our organization by taking on the added responsibilities in their new positions. I truly appreciate their willingness to step forward and accept these leadership roles. We will all benefit from their continued selflessness and contributions.

Please join me in congratulating Battalion Chief Dykstra, Captain Burrow, Captain Gomez, and Lieutenant Dounis for their promotions and wishing them the very best in their new positions.

Respectfully,

A handwritten signature of Jay Hagen in cursive script, written over a horizontal line.

Jay Hagen
Fire Chief



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department

SPECIAL NOTICE 22-075

August 29, 2022

TO: All Personnel

FROM: Jay Hagen
Fire Chief

SUBJ: Retirement Notification



Battalion Chief Derik Pope retired effective Sunday, August 28, 2022. Derik began his career with the Bellevue Fire Department in January of 2000 and has served the residents of our service area and the Bellevue community diligently for the past 22 years.

Known for his straightforward, open and honest communications style, Derik challenged others with his ideas and continued to improve himself and the department by creating conversations that explored the real issues that needed to be addressed.

Highlights of his time with the Bellevue Fire Department include:

- Paramedic Training Class XXVIII graduating in 2002
- Promoted to Lieutenant January 26, 2010
- Promoted to Captain September 1, 2015
- Promoted to Battalion Chief July 1, 2021
- Medical Services Officer on B and C Platoons as both a lieutenant and captain
- Leadership at Engine 4, Ladder 1, Engine 6 and Engine 2
- Training Captain 1/1/2019 to 12/31/2020

Derik has been Battalion Chief of A platoon since his promotion.

Derik plans to support his wife who has taken a teaching position in her hometown of Bozeman, Montana.

Please join me in congratulating Battalion Chief Derik Pope and wishing him well for a healthy and successful retirement.

Respectfully,

A handwritten signature of Jay Hagen in cursive script, written over a horizontal line.

Jay Hagen
Fire Chief



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department

SPECIAL NOTICE 22-072

August 16, 2022

TO: All Personnel

FROM: Travis Ripley
Fire Marshal

SUBJ: PERSONNEL RESASSIGNMENT – DRAGOVICH

Firefighter Andrew Dragovich has been reassigned to an open Fire Prevention Officer position effective August 1, 2022. Andrew has joined the Maintenance inspector team of the Fire Prevention division and will be reporting to Assistant Fire Marshal Jacob Branstetter.

Travis Ripley

Travis Ripley
Fire Marshal



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department

SPECIAL NOTICE 22-068

August 11, 2022

TO: All Personnel

FROM: Andy Adolfson, Deputy Chief of Operations

SUBJ: PERSONNEL REASSIGNMENT

Effective August 16th the following member is being reassigned to meet the operational needs of the Department:

Firefighter Chris Archer from Station 8, C Platoon elevated to Provisional Lieutenant
Station 1, C Platoon

Andy Adolfson

Andy Adolfson, Deputy Chief
Commander, Bureau of Operations



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department

SPECIAL NOTICE 22-067

August 10, 2022

TO: All Personnel

FROM: Andy Adolfson, Deputy Chief of Operations

SUBJ: PERSONNEL REASSIGNMENT

Effective August 16th the following members are being reassigned to meet the operational needs of the Department:

Captain Rob Dykstra from Station 1, C Platoon to Long-term Acting Battalion Chief, Battalion 101, C Platoon.

Firefighter/Engineer Tim Yaw from Station 7, A Platoon to Station 3, C Platoon

Firefighter/Engineer Andrew Morford from Station 5, C Platoon to Station 7, A Platoon

Provisional Firefighter/Engineer Emily Peterson from Station 6, C Platoon to Station 5, C Platoon

Firefighter Joel Green elevated to Provisional Firefighter/Engineer staying at Station 6, C Platoon

Andy Adolfson

Andy Adolfson, Deputy Chief
Commander, Bureau of Operations



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department *Rec #22-040*

July 15th, 2022

TO: Jay D. Hagen, Fire Chief - THROUGH CHANNELS *JK*

FROM: Taylor Konkright, Firefighter / Paramedic
B – Platoon Medic

SUBJ. RESIGNATION – TAYLOR KONKRIGHT

Fire Chief Hagen,

I am writing to give you my formal resignation from the Bellevue Fire Department, as I have accepted another Firefighter / Paramedic position that will provide opportunities and growth of my career that I am seeking at this time. My last shift will be 07-24-2022, and my last day on roster will be 07-30-2022.

Please let me know how I can assist with this transition period in any way that I can. Thank you for everything you have done to support and encourage me during my time here. I am grateful to have had the opportunity to serve this city, department, and our citizens. It has been a pleasure to work with you and the department. I offer my best wishes for the continued success of the Bellevue Fire Department.

A copy of this letter has been sent to the Bellevue Human Resources Department via inter-department mail delivery.

Respectfully Submitted,

Taylor Konkright
Bellevue Fire Department, B-Platoon Medic

		7/15/22	Act. Capt. MSO
Bureau	Division	Battalion	Station Officer/MSO



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department

Special Notice 22-064

July 28, 2022

TO: All Personnel

FROM: David Tait, Battalion Chief –
Commander EMS Division

SUBJ: **FIREFIGHTER/PARAMEDIC RE-ASSIGNMENT**

Firefighter/Paramedic Mike Phillips has been re-assigned to Bellevue Medic One after completing nine months and over 2,000 hours of training, including managing trauma, acute illnesses, allergic reactions, neurological problems, child delivery, and many other facets relating to pre-hospital emergency care. He has received his certification as a Physician Trained Emergency Medical Service Paramedic from the University of Washington School of Medicine and has successfully completed National Registry.

The Bellevue Fire Department will be recognizing his success in completing the paramedic training course at Harborview Medical Center at the September Medic Meeting on September 15, 2022.

Please join me in welcoming Firefighter/Paramedic Mike Phillips back to the Bellevue Fire Department and in celebrating this outstanding achievement. Congratulations Mike and thank you for stepping up and meeting this challenge!

Firefighter/Paramedic Mike Phillips will be assigned to B Platoon Medic One effective August 1, 2022.

David Tait

David Tait, Battalion Chief
Commander EMS Division



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department

SPECIAL NOTICE 22-063

July 26, 2022

TO: All Personnel

FROM: Andy Adolfson, Deputy Chief of Operations

SUBJ: PERSONNEL REASSIGNMENTS

The following members are being reassigned to meet the operational needs of the Department effective August 1st:

Captain Luke Steere from Station 1, C Platoon to Station 3, A Platoon.

Captain Rob Dykstra from Station 3, A Platoon to Station 1, C Platoon.

Andy Adolfson

Andy Adolfson, Deputy Chief
Commander, Bureau of Operations



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department

Special Notice 22-062

July 21, 2022

TO: All Personnel

FROM: Jay Hagen
Fire Chief

SUBJECT: 2022 2nd Quarter Performance Summary

The departure of DC Dickerboom (38), Capt. Bill Evans (37), Lt. Camari Olson (19), and Lt. Bob Crueger (36) as well as the staff who have retired since January, represents over 238 cumulative years of service. While we respectfully salute our members transitions, and celebrate their well-deserved retirements, we also must be mindful of the amount of knowledge and experience that walked out the door.

With these transitions, opportunity knocks. It is a great time to be in the fire service and to advance your career. We have an amazing pool of talented people, and a rich history to build on. With challenge and change comes new opportunities to learn, grow, and have an eye toward professional development. This is a time to embrace curiosity, challenges, and new experiences. There will be many open doors for those who look at this time in a positive way and take time to pass on experiences, lessons learned, and things you know that a newer or less experienced member may benefit from. Now is the time to show interest, and throw your hat in the ring, literally or figuratively.

One of the ways we can honor the important legacy of our outgoing members is to commit to value our important traditions, live our core values, and look for new creative ways to innovate and address the challenges we will surely face. It is evident each one of you continue to contribute greatly to the success of the organization. Many of you have taken on new roles due to promotions or have moved because an opportunity has presented itself. Even with significant personnel changes, you continue to perform admirably. Here are just a few of the accomplishments we've achieved during the quarter:

Operations

- Training and preparation for the transition to Tyler/New World in July
- 7,820 total responses, 8% increase from Q1
- 87% of required training completed – 9,211 total hours of ad-hoc training
- 81% inspection completion for crews in Q2

EMS

- Cardiac arrests decreased 20% from Q1
- BLS transports by BFD are up 12.5%, largely impacted by A106 cross staffing test
- ALS transports are up 22%
- CARES referrals were flat from Q1 but community members served was up 5% and individuals served and exited was up 10%
- Mission Lifeline Double Gold Award

Fire Prevention

- 82% inspection completion for Q2
- 60% violation clearance

- 15 completed fire investigations
- 9.5% increase in completed construction inspections from Q1

Support Services

- FAM completed 84% of all FIXIT requests
- Heavy apparatus availability increased from 87% in Q1 to 93% in Q2
- Maintenance labor hours dropped 5.75%
- Work continues increased deployment of Operative IQ
- Risk is still calculating Driving Index and Injury Rate ([report link](#))

Data and Systems

- Jackie Cottom joined the team as the Fire Prevention Program Analyst
- William Lie appointed as acting Senior Business Process Analyst
- Launched the Station Hub site for better department communication
- Launched the department's PowerBI workspace, the first to do so in the city
- Launch of DoorDash Community Credits program and tracking

OEM

- Successful Cascadia Rising exercise
- Brett Berntsen joined the team as the Training and Exercise Coordinator

Training

- Completion of 2022 academy
- Sheraton training exercises provided to staff, a unique opportunity that sets us up for success in response to high rise incidents.
- 22,686 hours of firefighter training completed
- 32 events with outside agencies

Finance

- Ongoing budget development work
- 94% of invoices paid within 60 days

Admin

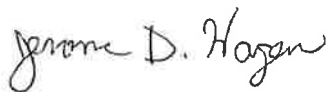
- 23 SOPs developed or revised
- 4 promotional events organized
- King Country diversity event hosted at City Hall

Community Risk Reduction (CRR)

- 10 educational presentations delivered
- This quarter marked the return of station events with 42 events scheduled in Q2!
- 2% increase in social media engagement

Again, each one of you continue to contribute greatly to the success of the organization. Many of you have taken on new roles due to promotions or have moved because an opportunity has presented itself. As you can see below, even with the significant personal changes, you continue to perform admirably. This is a testament to your effort, drive, and commitment, not only to each other, but also to the community.

Respectfully,



Jay Hagen
Fire Chief



City of Bellevue
Fire Department

Mark Risen, Fire Chief

Bellevue Fire Department *Rec # 22-039*

June 27, 2022

TO: Andy Adolfson, Deputy Chief – THROUGH CHANNELS

FROM: Dave Beste, Battalion Chief
Commander, "C" Platoon

SUBJ: STATUS CHANGE – PROBATIONARY CAPTAIN LUKE STEERE

Background:

Probationary Captain Luke Steere was promoted as Captain on June 16, 2021. He completed his one-year probationary period on June 15, 2022. Department protocol requires a recommendation from a probationary employee's immediate supervisor as a part of concluding the probationary period.

Recommendation:

I recommend Captain Luke Steere's Civil Service status be changed from probationary to regular status, effective June 15, 2022, as required by the City of Bellevue Civil Service Commission Rules and Regulations.

Findings:

Captain Steere has served as the station captain at the Training Center and Station 4 during the past year. He has distinguished himself as a motivated and dependable station captain. He has successfully met all requirements of a probationary captain. While serving his probation, he has effectively transitioned from a Lieutenant to a Fire Captain, providing leadership and supervision for the crew and the station.

Conclusion:

Captain Steere has demonstrated he is capable of performing at the level of Fire Captain. Captain Steere is an asset to this department and deserves to be recommended to the Civil Service Commission for permanent status.

Dave Beste, Battalion Chief
Commander, "C" Platoon

		6/27/22		
Bureau	Division	Battalion	Station Officer/MSO	



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department *Rec # 23-038*

June 14, 2022

TO: Jerome Hagen, Fire Chief - **THROUGH CHANNELS**
FROM: Keith Allen, Battalion Chief, Commander, Training Division
SUBJ: RECOMMENDATION FOR CHANGE OF CIVIL SERVICE STATUS -
FITZGERALD

Chief Hagen:

Macaleb Fitzgerald was promoted to Lieutenant on June 16th, 2021 and assigned to the Training Division under my supervision. During this year, Lt. Fitzgerald has taken on numerous tasks to include EMTG academy 13, numerous MCO's, managing the DDI program, conducting skills challenge and company evaluations, and many more. He has met or exceeded expectations in all of his endeavors and is continuing to be an asset for the Bellevue Fire Department in all he does. It is my recommendation that his status be updated with the Civil Service to remove his probationary title and enter "regular" status.

Regards,

Keith Allen

Keith Allen
Battalion Chief
Commander, Training Division

<i>11/11 DAB</i>	<i>[Signature]</i>		
Bureau	Division	Battalion	Station Officer/MSO



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department *Rec # 22-037*

June 14, 2022

TO: Jerome Hagen, Fire Chief - **THROUGH CHANNELS**
FROM: Keith Allen, Battalion Chief, Commander, Training Division
SUBJ: RECOMMENDATION FOR CHANGE OF CIVIL SERVICE STATUS - KIMBALL

Chief Hagen:

Charlie Kimball was promoted to Captain on July 1, 2021, and assigned to the Training Division under my supervision. During this year, Capt. Kimball has taken on numerous tasks to include EMTG academy 13, numerous MCO's, promotional testing, Act. Lieutenant curriculum re-write, and many more. He has met or exceeded expectations in all of his endeavors and is continuing to be an asset for the Bellevue Fire Department in all he does. It is my recommendation that his status be updated with the Civil Service to remove his probationary title and enter "regular" status.

Regards,

Keith Allen

Keith Allen
Battalion Chief
Commander, Training Division

<i>JB</i> <i>7/20/22</i>	<i>[Signature]</i>		
Bureau	Division	Battalion	Station Officer/MSO



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department

Rec # 12-035

DATE: July 3, 2022

TO: Jay Hagen, Fire Chief – THROUGH CHANNELS *[Signature]*

FROM: Dmytro Kozachok, Firefighter
Station 1, C Platoon

SUBJ: RESIGNATION NOTICE

I am submitting my letter of resignation from a position of firefighter at Bellevue Fire Department, effective July 5th, 2022. I have enjoyed working as a firefighter at Bellevue Fire Department these past 18 months and I am truly honored to have become a part of such a wonderful group of outstanding people. I have grown as a person, an EMT and a firefighter, thanks to the people I have had a chance to work with and learn from. This decision has not come easy to me, but, in the light of recent events of a personal nature, I decided to relocate to Vancouver, WA full-time and accept employment at Vancouver Fire Department.

I am very grateful for the opportunity to be here I was given 18 months ago; I have learned invaluable lessons from every instructor, officer, firefighter and paramedic I have had a chance to work with. This experience will stay with me forever.

My last day at work for Bellevue Fire Department will be on July 4th. If you'd like to discuss this with me more, or if there is anything I can help with, please, contact me at 206-483-5060.

Sincerely,

Dima Kozachok, Firefighter,
Station 1, C platoon.

		 7/4/22 For BC Pope	 7/4/22 CAPT. STEPH
Bureau	Division	Battalion	Station Officer/MSO



City of Bellevue
Fire Department

Jay Hagen, Fire Chief

Bellevue Fire Department

Rec #
22-034

TO: Jay Hagen, Fire Chief
FROM: Engineer Gary Haight, A/O
Ladder 103, C Platoon
SUBJECT: Retirement

A handwritten signature, likely of Gary Haight, consisting of stylized initials.

Chief,

I have served the citizens of Bellevue since January 8, 1990. Now, after thirty two and a half years, I would like to end my commitment of service and retire from active duty.

I will be retiring on August 1, 2022.

Just so you don't think I was sleeping through my whole career, here's a few contributions made along the way.

- Member of the Apparatus and Equipment Committee for 18 years
- High Angle/Rope rescue instructor for 18 years
- Department Driving Instructor for 15 years

Written:

- Produced the Apparatus Log Book and training manual for it
- High Angle/Rope rescue training manual
- Ventilation training manual
- Aerial Operator training manual and exam
- Tiller Operator training manual and exam
- Federal and State compliant Fleet Maintenance program

Thank you,

Engineer Gary Haight, A/O
Ladder 103 C Platoon



City of Bellevue Human Resources Department

CIVIL SERVICE COMMISSION

Lieutenant Eligibility List: September 30, 2022

First Name	Last Name	Rank	Exp. Date
Steve	Seiwerath	1	9/30/23
Joel	Dhanens	2	9/30/23
Scott	Lambert	3	9/30/23
Sean	Hayes	4	9/30/23
Ron	Rood	5	9/30/23
Cass	Monroe	6	9/30/23
Brian	Dillon	7	9/30/23
Timothy	Yaw	8	9/30/23
Michael	Beard	9	9/30/23
Eric	Shepler	10	9/30/23

The above was legally prepared and is hereby approved this 30th day of September 2022

Joy Misako St. Germain
Joy St. Germain, Secretary Chief Examiner

9/30/2022

Date

Nikita Huson Thompson
Nikita Huson-Thompson, Sr. HR Consultant

9/30/22

Date

Given under my hand and official seal this 30 day of September 2022



Notary Public in and for the State of Washington

Name Melissa King Signature [Signature]
Residing in County of King, WA
Expires: March 29, 2025



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-58 ♦ Pub. Date: 10/4/2022 ♦ Eff. Date: 10/3/2022

Resignation

Detective Ashleigh Pack has submitted her notice of resignation effective October 3, 2022.

We wish her well in her future endeavors.


Wendell Shirley
Chief of Police



Bellevue Police Department EXECUTIVE ORDER

Number: 2022- 57 ♦ Pub. Date: 09/22/2022 ♦ Eff. Date: 10/01/2022

Promotions

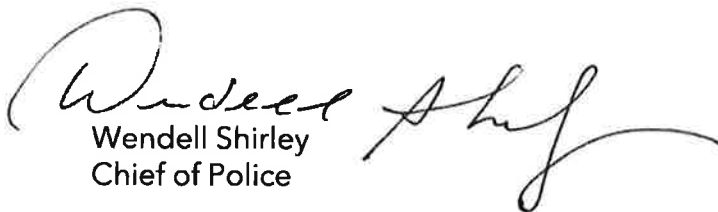
I am pleased to announce the following promotions:

- Acting Major Alycia McKinney to Major
- Corporal Kathleen Carley to Sergeant

Major McKinney will report to Chief Wendell Shirley.

Sergeant Carley will report to Major Dave Sanabria.

Please join me in wishing them well in their new assignments.


Wendell Shirley
Chief of Police



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-56 ♦ Pub. Date: 09/21/2022 ♦ Eff. Date: 10/13/2022

Retirement

Assistant Chief Patrick Arpin has submitted his intent to retire effective October 13, 2022.

Patrick began his career at the Bellevue Police Department on January 1, 1988, after graduating from the University of Washington with a BA degree in Society and Justice - Go Huskies! While in Patrol, he served as a Field Training Officer, Evidence Technician, and as a Hostage/Crisis Negotiator (for 19 years). One of his favorite assignments was as a Bike Patrol officer, during which he and his partner were selected as the BPOG Officers of the Year in 1994 and were instrumental in the subsequent expansion of the bike team. He was later assigned to the Special Details Unit as a Vehicle Prowl/Theft and Juvenile Gang detective from 1998-2003 and became one of the original members of the Special Enforcement Team. One of his most memorable cases was the 2003 arrest of the "Bellevue Groper", a subject who had assaulted at least 10 women in Crossroads and the eastside. Patrick was a member of the BPOG Board for five years, serving as President from 2003-2004.

Patrick was promoted to Lieutenant in 2004. He supervised in Patrol for three years before being assigned to the Office of Professional Standards. As a Lieutenant, he was part of the committee that brought Telestaff to the department and was a Hostage/Crisis Negotiations Team Leader.

Promoted to Captain in 2010, Patrick worked in Patrol and Investigations, and did two years as the SWAT Commander.

Patrick was promoted to Major in 2013 and served as division commander for Administrative Services and Patrol.

He was promoted to Deputy Chief in 2016 and soon became the department's first Assistant Chief. For the past six years, Patrick led the Operations Bureau and the Administrative Services Bureau, sometimes both for extended periods of time. He also held the position of Acting Chief of Police for three months in 2018.

Other highlights for Patrick include receiving the Commander's Award in 2001, serving on two Budget One Committees with excellent City staff, and representing the PD on the Bellevue Boys and Girls Club Board of Directors. Patrick also received a life-saving award from both the department and the Bothell Police department for an off-duty incident in 2018 where he stopped his vehicle to help a juvenile who was suicidal and threatening to jump off a I-405 freeway overpass.

However, he will tell you his greatest highlight was working with all the incredible sworn and civilian personnel of the Bellevue Police Department over many years, an honor he will always cherish.

Patrick is a proud graduate of the FBI National Academy Session 264, the Senior Management Institute for Police, and the Senior Executive Institute (Weldon Cooper Center for Public Service).

He looks forward to the many new adventures with family and friends that lie ahead in retirement.

Please join me in thanking Assistant Chief Patrick Arpin for his nearly 35 years of exceptional service to the Department and the Bellevue community. He will be greatly missed!

A handwritten signature in black ink, appearing to read "Wendell Shirley", followed by a long, sweeping horizontal line that extends to the right.

Wendell Shirley
Chief of Police



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-55 • Pub. Date: 09/19/2022

Subject: Office of Accountability Quarterly Report (1st & 2nd Quarter 2022)

We recognize the importance of discipline as a tool to promote morale and professional improvement. Discipline is the responsibility of each individual within the Department. A well-disciplined police force is one that voluntarily and willingly abides by all established written directives. The Bellevue Police Department has established a disciplinary system to provide consistency throughout the Department. The disciplinary system is in compliance with the collective bargaining agreements and the Civil Service Commission Rules and Regulations. The purpose of discipline is to modify and correct the behavior of a person by placing them on notice that their conduct is unacceptable and to set forth expectations. We also recognize the importance of providing information regarding investigations that did not result in discipline.

FORMAL STANDARDS INVESTIGATIONS

There was three (3) completed dispositions for formal standards investigations from January 2022 through June 2022. Currently there are four (4) formal standards still under investigation or with a pending disposition, which will be reported in the next quarterly report. A summary of the three (3) completed formal standards investigations are as follows:

FS21-005

Subject Involved: One (1) Commissioned Employee

Policies:	11.00.175	False Information	Sustained
	11.00.170	Duty Responsibilities	Sustained
	11.00.010	Standard of Conduct	Sustained
	14.00.100	Investigative Conditions	Sustained
	11.00.240	Judgment	Sustained
		Code and Canon of Police Ethics	Sustained

Disposition: Commissioned employee resigned after investigation was concluded.

Allegation(s): It was alleged that a commissioned employee failed to follow policy and procedure in handling a call and provided false information regarding that call for service while engaged in or conducting departmental or police-related business. An additional allegation was that the

commissioned employee did not cooperate fully and truthfully during the internal investigation and provided false information to the investigators.

FS22-001

Subject Involved: Two (2) Commissioned Employees

Policies:	11.00.310	Obedience to Laws and Regulations	Unfounded
	24.00.090	Prisoner Personal Property (CALEA 72.5.1. & 72.5.3)	Exonerated (Policy Review)

Disposition: Policy Review

Allegation(s): It was alleged that commissioned employees arrested a subject and failed to follow policies and procedures in handling and documenting the subject's personal property.

FS22-003

Subject Involved: One (1) Commissioned Employee

Policies:	11.00.010	Standard of Conduct	Unfounded
	11.00.190	Department	Unfounded
	11.00.200	Impartial Attitude	Unfounded

Disposition: N/A

Allegation(s): It was alleged that a commissioned employee was involved in a relationship with the alleged victim of a crime at the time of an investigation of an alleged crime.

INFORMAL STANDARDS INVESTIGATIONS

There were twelve (12) completed dispositions for informal standards investigations from January 2022 through June 2022. Twelve (12) of the completed informal standards investigations were for collisions that were deemed preventable by the Vehicle Incident Review Board (VIRB). Eleven of the commissioned employees agreed to enter into a waiver and were found to be in violation of Bellevue Police Department policy **11.00.240 Judgment Responsibilities**. This was all eleven commissioned employees' first preventable collisions in a rolling three-year period and resulted in a verbal reprimand. One (1) of the commissioned employees appealed the Vehicle Incident Review Board decision – see IS21-016 (listed below) for the disposition.

There are currently eleven (11) other active informal standards investigations for collisions that were deemed preventable by the Vehicle Incident Review Board (VIRB) with pending dispositions, which will be reported in the next quarterly report.

IS21-016

Subject Involved: One (1) Commissioned Employee

Policies: 11.00.240 Judgment Responsibilities Sustained

Disposition: Verbal Reprimand

Allegation(s): A collision that was reviewed by the Vehicle Incident Review Board (VIRB) and was found to have been preventable.

DISSATISFACTION WITH SERVICE COMPLAINTS

There were sixteen (16) complaints filed with the Bellevue Police Department from January 2022 through June 2022, which did not constitute violations of department policies. These complaints were investigated and documented as dissatisfaction with service.

PHOTO ENFORCEMENT VIOLATIONS

There were zero (0) citations issued for Photo Enforcement Violations between January 2022 through June 2022.


Wendell Shirley
Chief of Police
Bellevue Police Department



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-54 ♦ Pub. Date: 09/15/2022 ♦ Eff. Date: 10/01/2022

Retirement

Major Debbie Christopherson has submitted her intent to retire effective October 1, 2022.

Major Christopherson began her career at the Bellevue Police Department on April 25, 1994, and reached many milestones throughout her service. While in patrol, she worked as a Field Training Officer and a Bomb Technician on the Bomb Squad. She later worked in the Investigation Unit as a Property and Arson Detective. Major Christopherson also served on a DEA task force focusing on a burglary ring that was targeting the Western United States. She was also the Vice President of the Bellevue Police Benevolent Association.

Debbie was promoted to Sergeant on 1/1/2011 in patrol until she transferred to the Office of Accountability. After she was promoted to Captain on 10/1/2016, she was assigned to the Special Operations Group, Personnel Services Unit and later to the Investigation Unit.

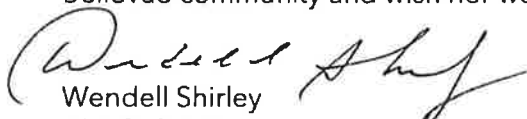
In 2021, she was promoted to Major and assigned to the Investigation Unit. While in this assignment, she was the Chair of the City Security Team, a member of the King County Hate Crime Group, and was appointed as Commander of the Independent Force Investigation Team.

In 2019, while in the Personnel Services Unit, she was awarded a letter of commendation for achieving a zero-vacancy status and for process improvements in the Property & Evidence room which resulted in increased accuracy and efficiency.

Major Christopherson says a highlight of her career occurred when she heard from a young man she had helped in 2002. The man, at the time a kindergartener, had called 911 to report his mother would not wake up. Christopherson responded to the call, and after meeting the boy, she threw a birthday party for him and his kindergarten class. Now in his 20s, he recently tracked her down and told her he's never forgotten her kindness. He is deployed overseas in the military and desires to become a police officer one day.

"This call let me know my career touched lives; it mattered."

Please join me in thanking Major Christopherson for her 28 years of exceptional service to the Bellevue community and wish her well as she and her husband move to Arizona.


Wendell Shirley
Chief of Police



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-51 ♦ Pub. Date: 08/24/2022 ♦ Eff. Date: 08/25/2022

Resignation

Officer Samuel Menchaca has submitted his notice of resignation effective August 25th, 2022.

Officer Menchaca joined the Bellevue Police Department on June 28, 2019.

During his time with the department, he has worked in Patrol and CCAT. He was an integral part of the development of CCAT and contributed greatly to the success of the unit. He will be missed, and he will miss his BPD family.

He is joining the King County Sheriff's Office Courts Division.

Please join me in wishing him well as he begins a new chapter.


Wendell Shirley
Chief of Police



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-50 ♦ Pub. Date: 08/22/2022 ♦ Eff. Date: 08/23/2022

Resignation

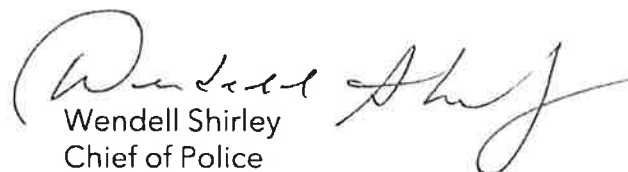
Officer Justin Cooper has submitted his notice of resignation effective August 23, 2022.

Officer Cooper joined the Bellevue Police Department on October 30, 2015.

Officer Cooper shared these words, *"I am extremely grateful and thankful that I had the opportunity to work for Bellevue PD. This has been a great place to work, and I will miss working with all of my coworkers. Especially when I was ill, the support my family and I received was overwhelming. I cannot say thank you enough!"*

I moved to Spokane to be closer with family and have accepted a position with the Cheney Police Department."

Please join me in thanking Officer Cooper for his seven years of service to the Bellevue Community and wish him well in his next chapter.


Wendell Shirley
Chief of Police



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-49 ♦ Pub. Date: 08/22/2022 ♦ Eff. Date: 07/01/2022

Employee Recognition Award

I am pleased to announce that Officer of Quarter 2 is:

- Officer Kealii Akahane

Civilian of the 1st Term is:

- Forensic Technician Aleah Moe

Congratulations, and thank you for your hard work and dedicated service.



Wendell Shirley
Chief of Police

Also receiving nominations: Detectives' Cangialosi and Christiansen; Records Supervisor Galloway



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-48 • Pub. Date: 08/17/2022 • Eff. Date: 08/16/2022

Transfer

As a result of the selection process and interview conducted on August 15, 2022, Sergeant Ryan Parrott has been selected to fill the open Sergeant position in the Office of Accountability.

He will be transferred to the Office of Accountability on August 16, 2022. He will begin his assignment on August 23, 2022.

He will report to Chief Wendell Shirley.

Please join me in wishing Sergeant Parrott well in his new assignment.


Wendell Shirley
Chief of Police



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-47 ♦ Pub. Date: 0728/2022 ♦ Eff. Date: 08/16/2022

Transfers

Effective 08/16/2022 the following transfers will occur:

- Captain Rob Spingler to Patrol
- Captain Darryl McKinney to Personnel Services Unit

Captain Spingler will report to Major Dave Sanabria.

Captain McKinney will report to Assistant Chief Patrick Arpin.


Wendell Shirley
Chief of Police



Bellevue Police Department

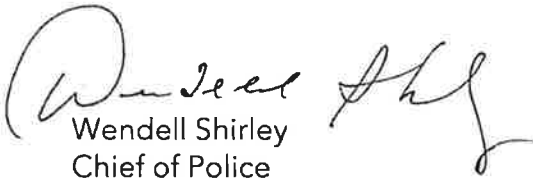
EXECUTIVE ORDER

Number: 2022-46 ♦ Pub. Date: 07/25/2022 ♦ Eff. Date: 07/18/2022

Resignation

Officer Ryan Foster has submitted his notice of resignation effective July 18, 2022.

We wish him well in his future endeavors.


Wendell Shirley
Chief of Police



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-45 ♦ Pub. Date: 07/25/2022 ♦ Eff. Date: 08/01/2022

Retirement

Officer Matthew McDade has submitted his intent to retire after 25 years of service with the Bellevue Police Department. His last day will be August 1st, 2022.

Officer McDade began his law enforcement career in Riverside, California in August 1992. He joined the Bellevue Police Department on April 14th, 1997.

Please join me thanking Officer McDade for his exceptional service to the Bellevue community and wish him well in his next chapter.


Wendell Shirley
Chief of Police



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-44 ♦ Pub. Date: 07/14/2022 ♦ Eff. Date: 07/16/2022

Temporary Assignment

Captain Alycia McKinney will be temporarily assigned to Acting Major of the Planning/Research Program Management Division effective July 16, 2022.

She will report to Chief Shirley.

Please join me in wishing her well in this important temporary assignment.


Wendell Shirley
Chief of Police



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-43 • Pub. Date: 07/14/2022 • Eff. Date: 08/11/2022

Resignation

Police Support Specialist Dino Gregory has submitted his notice of resignation effective August 11th, 2022. He has signed a conditional offer from the Kirkland Fire Department.

Dino joined the Department on April 7th, 2020 and has been a dedicated and valuable employee in the Records Unit.

He is excited for the next step in his career where he can hopefully make an even bigger impact on the community.

"I got lucky landing here in Records with such a great group. I really enjoy working with everyone so much and will miss it."

Please join me in thanking Dino for his service to the Department and wish him well in his next chapter.

Wendell Shirley
Chief of Police



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-42 ♦ Pub. Date: 07/13/2022 ♦ Eff. Date: 07/16/2022

Assignment

As a result of an oral board conducted on July 7th, 2022, Sergeant James Brack has been selected for the Wellness/Training Sergeant position.

He will begin his three-year term on 7/16/2022 and report to Captain Rob Spingler.

Please join me in wishing him much success in this important position.


Wendell Shirley
Chief of Police



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-41 • Pub. Date: 07/12/2022 • Eff. Date: 07/16/2022

Promotion

I am pleased to announce that Sergeant Ellen Inman will be promoted to Captain effective July 16, 2022.

Please join me in wishing her well in this important assignment.



Wendell Shirley
Chief of Police



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-40 ♦ Pub. Date: 07/12/2022 ♦ Eff. Date: 07/31/2022

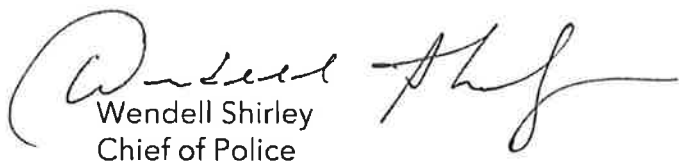
Resignation

Officer Gabrielle Roloff has submitted her notice of resignation effective July 31st, 2022. She has accepted a position with the Brier Police Department.

She was hired on May 31st, 2016. She became a member of the Honor Guard in 2018.

Officer Roloff has enjoyed her time with the Bellevue Police Department, and thankful for the opportunities that were presented to her during her tenure.

Please join me in wishing Officer Roloff well as she begins this new chapter.


Wendell Shirley
Chief of Police



Bellevue Police Department

EXECUTIVE ORDER

Number: 2022-39 • Pub. Date: 07/11/2022 • Eff. Date: 07/21/2022

Resignation

Officer Caleb Worthington has submitted his notice of resignation effective July 21, 2022. He began his law enforcement career with the Bellevue Police Department on June 30, 2014.

During the past 8-years Officer Worthington has served the communities of Bellevue entirely in Patrol. His collateral duties include:

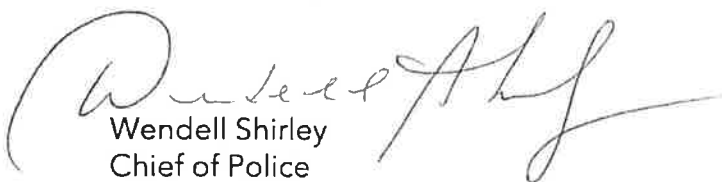
- Civil Disturbance Unit
- CART Less Lethal Instructor
- QueTel Instructor

Career highlights include:

- In 2018 he was nominated for Officer of Q3 after locating and arresting a subject wanted in a shooting on I-90.
- In 2019, Officer Worthington was again nominated for Officer of Quarter 2 for being a consummate patrol officer and informal squad leader.
- In June 2022, Officer Worthington was one of the three officers who saved the life a teenager who attempted to drown himself in Phantom Lake. Due to lifesaving efforts by Officer Worthington and others the young man survived with no injuries.

Officer Worthington and his family are relocating to eastern Oregon, and he has accepted a law enforcement position with the Redmond Police Department.

Please join me in thanking Officer Worthington for his exceptional service to the Bellevue community and wish him well in his future endeavors.



Wendell Shirley
Chief of Police

thank you!



June 2022

examples of outstanding service
provided to our community

Officers' Kealii Akahane, Caleb Worthington, & Jeffrey Sebers

From: Alvida Viles

Ms. Viles called to thank the 3 officers for saving the life of her grandson who had attempted suicide by drowning. "You will never know how thankful our family is that you were there and made the decision to act like you did." Officer Sebers said, "Personally I'm thankful to have been part of the rescue as it reminds me why I put my boots and vest on every day."

Officer Mark Tomlinson

From: Kellie Olson

Officer Tomlinson responded to Olson's accident, and she noted how friendly and professional he was. He was quick to get everyone back to their day. "I know it is a trying time to be a police officer, but you would never know it from his positive attitude, humor and understanding. Please thank him for his service and that he is appreciated!"

Officer Jeffrey Sebers

From: Sasha Navarro

Navarro recently moved here from Florida and was involved in a traffic accident. "Officer Sebers was the most gracious person who could have helped me. He explained the questions I had and repeated himself for clarification without hesitation. He helped me move my belongings from my vehicle that was being towed. He remained professional, kind, patient and helpful. These are important attributes of a person who is serving the community. Officer Sebers is a great example of a police officer, and I am lucky to have had the pleasure of his assistance.

Acting Corporal Taylor Moreland & Officer Justin Cooper

From: Joane Underwood

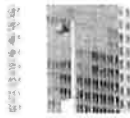
She expresses her deepest appreciation and gratitude for Corporal Moreland and Officer Cooper for the handling of her developmentally disabled daughter's case. They spoke to the prosecutor and explained jail was not an appropriate place for her daughter based on her disability. "I spoke to Corporal Moreland at length and was so impressed by how he advocated for her. I'm so thankful for all the time and effort put in by both officers."

Officer Craig Hanaumi

*From: Sue Brooks, Head of School,
International Friends School*

"I wanted the Department to know our students really loved meeting Officer Craig today and his talk about safety on campus. It is so important that communities stay connected and that children understand the vital role that police officers play in our society."

thank you!



July/August 2022

examples of outstanding service
provided to our community

Officers' Craig Hanaumi, Lakita Hemsley, Maddie Beyer & Detective Rachel Serna

From: Carolyn Besana, Mary Dispenza, Angela Cheung, Melissa Goliath, Erica Chao, Rebecca Barnhart, Leora Clemans, Carol Janssen, Susanna Haley, and Maggie Hsu

"Thank you to the participating Officers and the Bellevue Police Department for offering a self-defense workshop for women. The techniques and tips we learned through the sessions were extremely helpful. We are so appreciative for each of you!"

Sergeant Brendan Kidd, Officers' Victor Pirak, Robert McClelland, Matthew Garner, George Graham, & Ricardo Montenegro

From: Erik Pohle, Kemper Development

Pohle praises the Officers and Sergeant for their handling of a difficult call regarding a person in crisis. "The professionalism they extended to the individual was greatly appreciated by his family. It's not often we receive thanks from family members after a difficult and emotional incident."

Bellevue Police Department

From: Angsuman Deka

"Thank you BPD for your immaculate 4th of July event and traffic management. Really appreciative of what you do for us."

Officer Jeff Borsheim

From: Dakin Werneburg

Mr. Werneburg was stopped by Officer Borsheim for a discrepancy in his license plates. "I was

nervous; but his professional approach made me calm and we were able to sort out the discrepancy. I felt like I was having a conversation with a concerned neighbor. Actions like this often go un-thanked, but not this time. Thank you Officer Borsheim!"

Officer Craig Hanaumi

From: Carla Suman

The past few years have been extremely hard on Suman's family, especially her two sons. "Officer Craig has shown us so much support, checking in and going above and beyond to set up my boys for skate camp. The camp gave them a boost of confidence, and really showed them that the community cares about them and wants them to succeed."

Officer Oscar Rodriguez

From: Marcus Johnson, City of Bellevue Diversity, Inclusion & Outreach Administrator

"My ride-a-long with Officer Rodriguez was wonderful. He did a great job showing me around; there needs to be more officers like him."

Officer Archie Gienger

From: Jeanne Carlson

"Recently, Officer Gienger handled a delicate situation with kindness and thoughtfulness. I was not involved but observed the interaction. He is to be commended."

Officer Craig Hanaumi

From: Stephie Davis

She is extremely grateful for Officer Craig and the impact he has made on her son. "My son used to be deathly scared of police before meeting Officer

Craig. He has been so kind and got him into a skateboard camp and even came to check on him after a bad sprain. We need more officers like him in the neighborhoods.”



CIVIL SERVICE COMMISSION
ENTRY LEVEL POLICE OFFICER
ELIGIBILITY LIST
10/4/2022

First Name	Last Name	Rank	Expiration Date
Colton	Tapia	1	10/4/2023
Lin	Lin	2	8/23/2023
Kayla Ann	Minshall	3	10/4/2023
Jarrett	Spallino	4	7/27/2023
Ravinder	Manan	5	10/4/2023
Cole	Trotignon	6	10/4/2023
James	Spallino	7	7/27/2023
Eric	Christensen	8	10/4/2023
Nathaniel	Abbott	9	10/4/2023
Casey	Oxford	10	10/4/2023
August	Kelly-Musich	11	10/4/2023
Cade	Carpenter	12	10/4/2023
Rishi	Maharaj	13	8/23/2023
Joshua	Yi	14	8/23/2023
Albaraa	Albairuti	15	10/26/2022

The above list was legally prepared and is hereby approved this 4th day of October 2022.

Joy St. Germain
Joy St. Germain, Secretary Chief Examiner

10/4/2022
Date

Diane Kendall
Diane Kendall, HR Generalist

10/4/2022
Date

Given under my hand and official seal this 4th day of October 2022.

Melissa King
Notary Public in and for the State of
Print Name Melissa King
Washington, Residing in County of King
Expires: March 29, 2023





City of Bellevue
Human Resources
CIVIL SERVICE COMMISSION
EXCEPTIONAL ENTRY POLICE OFFICER
Eligibility List
10/4/2022

Last Name	First Name	Rank	Expiration Date
Weaver	Ryan	1	10/4/2023

The above list was legally prepared and is hereby approved this 4th day of October 2022.

Joy St Germain 10/4/2022
Joy St Germain, Secretary Chief Examiner Date

Diane Kendall 10/4/2022
Diane Kendall, HR Generalist Date

Given under my hand and official seal this 4th day of October 2022.

M. King
Notary Public in and for the State of .
Print Name Melissa King
Washington, Residing in County of King
Expires: March 29, 2025





City of Bellevue Human Resources

CIVIL SERVICE COMMISSION EXPERIENCED POLICE OFFICER

Eligibility List 10/4/2022

Last Name	First Name	Rank	Expiration Date
Saunders	Ashley	1	9/7/2023
Arsenault	Violette	2	7/27/2023
Allen	April	3	10/4/2023
Edwards	Jason	4	7/27/2023
Laganse	Jenniger	5	4/25/2023
Rogers	Jacob	6	10/26/2022
Passi	Mark	7	9/7/2023
Perez	Andrew	8	9/7/2023
Williams	Markisha	9	7/11/2023

The above list was legally prepared and is hereby approved this 4th day of October 2022.

Joy St Germain 10/4/2022
Joy St Germain, Secretary Chief Examiner Date

Diane Kendall 10/4/2022
Diane Kendall, HR Generalist Date

Given under my hand and official seal this 4th day of October 2022.

Melissa King
Notary Public in and for the State of

Print Name Melissa King

Washington, Residing in County of King

Expires: March 29, 2025





CIVIL SERVICE COMMISSION
Police Sergeant
Eligibility List
9/12/2022

NAME	RANK	EXPIRATION
Carley, Kathleen	1	9/12/2023
Chaput, Justin	2	9/12/2023
Halsted, Marc	3	9/12/2023
Moreland, Taylor	4	9/12/2023
Romero, Tony	5	9/12/2023
White, Scott	6	9/12/2023
Lyons, Zachary	7	9/12/2023
McCormack, Molly	8	9/12/2023
Wotherspoon, Tai	9	9/12/2023
Tellier, Joseph	10	9/12/2023

The above list was legally prepared and is hereby approved
this 12th day of September, 2022.



Diane Kendall, Human Resources Generalist

9-12-2022
Date

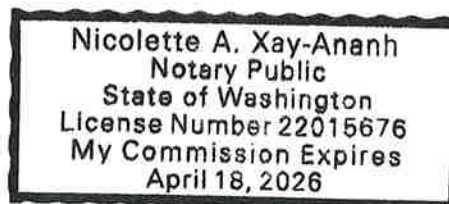

Joy St. Germain, Chief Examiner

9-12-2022
Date

Given under my hand and official seal this 12th day of September, 2022.


Notary Public in and for the State of
WA

Printed Name: Nicolette A. Xay-Ananh
Washington, Residing in King
Expires: April 18, 2026





City of Bellevue
Human Resources
CIVIL SERVICE COMMISSION
EXCEPTIONAL ENTRY POLICE OFFICER
Eligibility List
9/7/2022

Last Name	First Name	Rank	Expiration Date
Head	Elliott	1	9/7/2023
Russell	Rontrell	2	6/13/2023
Jallow	Amodou	3	7/27/2023

The above list was legally prepared and is hereby approved this 7th day of September 2022.

Joy St. Germain 9/7/2022
Joy St Germain, Secretary Chief Examiner Date

Diane Kendall 9/7/2022
Diane Kendall, HR Generalist Date

Given under my hand and official seal this 7th day of September 2022.

Nicolette A. Xay-Ananh
Notary Public in and for the State of WA
Print Name Nicolette A. Xay-Ananh
Washington, Residing in King
Expires: April 18, 2026

Nicolette A. Xay-Ananh
Notary Public
State of Washington
License Number 22015676
My Commission Expires
April 18, 2026



City of Bellevue Human Resources

CIVIL SERVICE COMMISSION EXPERIENCED POLICE OFFICER Eligibility List 9/7/2022

Last Name	First Name	Rank	Expiration Date
Saunders	Ashley	1	9/7/2023
Arsenault	Violette	2	7/27/2023
Edwards	Jason	3	7/27/2023
Laganse	Jenniger	4	4/25/2023
Rogers	Jacob	5	10/26/2022
Passi	Mark	6	9/7/2023
Perez	Andrew	7	9/7/2023
Williams	Markisha	8	7/11/2023

The above list was legally prepared and is hereby approved this 7th day of September 2022.

Joy St Germain 9/7/2022
Joy St Germain, Secretary Chief Examiner Date

Diane Kendall 9/7/2022
Diane Kendall, HR Generalist Date

Given under my hand and official seal this 7th day of September 2022.

Nicolette A. Xay-Ananh
Notary Public in and for the State of WA
Print Name Nicolette A. Xay-Ananh
Washington, Residing in King
Expires: April 18, 2026

Nicolette A. Xay-Ananh
Notary Public
State of Washington
License Number 22015676
My Commission Expires
April 18, 2026



CIVIL SERVICE COMMISSION
ENTRY LEVEL POLICE OFFICER
ELIGIBILITY LIST
9/7/2023

First Name	Last Name	Rank	Expiration Date
Lin	Lin	1	8/23/2023
Kirubel	Sori	2	7/27/2023
Arunbir	Singh	3	6/22/2023
Jarrett	Spallino	4	7/27/2023
Yu-Teng	Chen	5	7/27/2023
Alek	Behrends	6	8/23/2023
Ronald	Cochran	7	6/22/2023
James	Spallino	8	7/27/2023
Colleen	Petersen	9	9/7/2023
Michael	Reudink	10	9/7/2023
Michael	Ramos	11	9/7/2023
Tyler	Grillet	12	8/23/2023
Rishi	Maharaj	13	8/23/2023
Joshua	Yi	14	8/23/2023
Albaraa	Albairuti	15	10/26/2022
Patrick	Hovell	16	9/7/2023

The above list was legally prepared and is hereby approved this 7th day of September 2022.

Joy St. Germain
Joy St. Germain, Secretary Chief Examiner

9/7/2022
Date

Diane Kendall
Diane Kendall, HR Generalist

9/7/2022
Date

Given under my hand and official seal this 7th day of September 2022.

Nicolette A. Xay-Ananh
Notary Public in and for the State of

Print Name Nicolette A. Xay-Ananh

Washington, Residing in King

Expires: April 18, 2026

Nicolette A. Xay-Ananh
Notary Public
State of Washington
License Number 22015676
My Commission Expires
April 18, 2026



CIVIL SERVICE COMMISSION
ENTRY LEVEL POLICE OFFICER
ELIGIBILITY LIST
8/23/2022

First Name	Last Name	Rank	Expiration Date
Lin	Lin	1	8/23/2023
Kirubel	Sori	2	7/27/2023
Arunbir	Singh	3	6/22/2023
Todd	Gavin	4	6/22/2023
Jarrett	Spallino	5	7/27/2023
Yu-Teng	Chen	6	7/27/2023
Alek	Behrends	7	8/23/2023
Ronald	Cochran	8	6/22/2023
James	Spallino	9	7/27/2023
Moses	Khan	10	6/22/2023
Mireya	Cosner	11	7/27/2023
Tyler	Grillet	12	8/23/2023
Jacob	Brennan	13	7/27/2023
Tyler	Herman	14	7/27/2023
Rishi	Maharaj	15	8/23/2023
Joshua	Yi	15	8/23/2023
Albaraa	Albairuti	17	10/26/2022

The above list was legally prepared and is hereby approved this 23rd day of August 2022.

Joy St. Germain
Joy St. Germain, Secretary Chief Examiner

8/23/2022
Date

Diane Kendall
Diane Kendall, HR Generalist

8/23/2022
Date

Given under my hand and official seal this 23rd day of August 2022.

Nicolette A. Xay-Ananh
Notary Public in and for the State of WA
Print Name Nicolette A. Xay-Ananh
Washington, Residing in Kent, WA
Expires: April 12, 2026

Nicolette A. Xay-Ananh
Notary Public
State of Washington
License Number 22015676
My Commission Expires
April 18, 2026



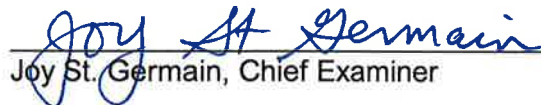
CIVIL SERVICE COMMISSION
Police Support Officer
Eligibility List
8/23/2022

<u>NAME</u>	<u>RANK</u>	<u>EXPIRATION</u>
Jose Garcia	1	4/6/2023
Carissa Schwarz	2	8/23/2023
Rachel Macias	3	5/31/2023
Violeta Reyes	4	4/6/2023
Jeffrey Adolfson	5	8/23/2023

The above list was legally prepared and is hereby approved
this 23rd day of August, 2022.


Diane Kendall, Senior HR Generalist


8/23/2022
Date


Joy St. Germain, Chief Examiner

8/23/2022
Date

Given under my hand and official seal this 23rd day of August, 2022.

Nicolette A. Xay-Ananh
Notary Public
State of Washington
License Number 22015676
My Commission Expires
April 18, 2026


Notary Public in and for the State of WA
Print Name Nicolette A. Xay-Ananh
Washington, Residing in Bellevue, WA
Expires: April 18, 2026



City of Bellevue Human Resources

CIVIL SERVICE COMMISSION EXPERIENCED POLICE OFFICER

Eligibility List

7/27/2022

Last Name	First Name	Rank	Expiration Date
Arsenault	Violette	1	7/27/2023
Ahnee	Zackary	2	7/27/2023
Goon	Nicholas	3	5/16/2023
Edwards	Jason	4	7/27/2023
Laganse	Jenniger	5	4/25/2023
Rogers	Jacob	6	10/26/2022
Hess	Isaac	7	6/14/2023
Williams	Markisha	8	7/11/2022

The above list was legally prepared and is hereby approved this 27th day of July 2022.

Joy St Germain 7/27/2022
Joy St Germain, Secretary Chief Examiner Date

Diane Kendall 7/27/2022
Diane Kendall, HR Generalist Date

Given under my hand and official seal this 27th day of July 2022.

Nicolette A. Xay-Ananh
Notary Public
State of Washington
License Number 22015676
My Commission Expires
April 18, 2026

Nicolette A. Xay-Ananh
Notary Public in and for the State of WA
Print Name Nicolette A. Xay-Ananh
Washington, Residing in Bellevue, WA
Expires: April 18, 2026



City of Bellevue
Human Resources
CIVIL SERVICE COMMISSION
EXCEPTIONAL ENTRY POLICE OFFICER
Eligibility List
7/27/2022

Last Name	First Name	Rank	Expiration Date
Maxwell	Seirra	1	6/13/2022
Russell	Rontrell	2	6/13/2023
Jallow	Amodou	3	7/27/2023

The above list was legally prepared and is hereby approved this 27th day of July 2022.

Joy St Germain 7/27/2022
Joy St Germain, Secretary Chief Examiner Date

Diane Kendall 7/27/2022
Diane Kendall, HR Generalist Date

Given under my hand and official seal this 27th day of July 2022.

Nicolette A. Xay-Ananh
Notary Public
State of Washington
License Number 22015676
My Commission Expires
April 18, 2026

Nicolette A. Xay-Ananh
Notary Public in and for the State of WA
Print Name Nicolette A. Xay-Ananh
Washington, Residing in Kent, WA
Expires: April 18, 2026



CIVIL SERVICE COMMISSION
ENTRY LEVEL POLICE OFFICER
ELIGIBILITY LIST
7/27/2022

First Name	Last Name	Rank	Expiration Date
Kirubel	Sori	1	7/27/2023
Arunbir	Singh	2	6/22/2023
Todd	Gavin	3	6/22/2023
Jarrett	Spallino	4	7/27/2023
Angel	Ruegg	5	7/27/2023
Yu-Teng	Chen	6	7/27/2023
Carter	Harmes	7	6/22/2023
Terrance	Seifert	8	6/22/2023
Amber	Dupleich	9	6/22/2023
Ronald	Cochran	10	6/22/2023
Matthew	Jacobs-Schafer	11	7/27/2023
James	Spallino	12	7/27/2023
Moses	Khan	13	6/22/2023
Mireya	Cosner	14	7/27/2023
Junior	Benitez	15	6/22/2023
Jacob	Brennan	16	7/27/2023
Tyler	Herman	17	7/27/2023
Rudolph	Sablan Jr	18	7/27/2023
Albaraa	Albairuti	19	10/26/2022
Jorge	Meraz	20	6/22/2023

The above list was legally prepared and is hereby approved this 27th day of July 2022.

Joy St Germain
Joy St. Germain, Secretary Chief Examiner

7/27/2022
Date

Diane Kendall
Diane Kendall, HR Generalist

7/27/2022
Date

Given under my hand and official seal this 27th day of July 2022.

Nicole A. Xay-Ananh
Notary Public in and for the State of WA
Print Name Nicole A. Xay-Ananh
Washington, Residing in Kula, WA
Expires: April 18, 2026

