



CONTACT: Joy St. Germain, HR Director
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Civil Service Commission

Regular Meeting

Agenda

Date: July 8, 2025 (Tuesday)

Time: 4:00 p.m.

Location: Bellevue City Hall
Conf. Room **1E-112**

Join on your computer or mobile app: [Click here to join the meeting](#)

Meeting ID: 266 107 460 707, **Passcode:** qp7kp6GX

- I. Call to Order
- II. Roll Call
- III. Approval of Meeting Minutes
 - a. Regular Meeting: April 8th, 2025
- IV. Oral communication from the public, limited to three minutes per person on items on the Civil Service Commission meeting agenda.
- V. Reports
- VI. Unfinished business



VII. New Business

A. Fire – New Business

Request for Temporary Appointment Provisional Captain Medical Services Officer (MSO)

B. Police – New Business

N/A

VIII. Adjournment

Informational Items:

Fire:
Personnel Reassignments_ Connor Hoyle and Brock Jorgensen
CPSE Accreditation - Department Earns 6th CPSE Accreditation
Personnel Reassignment - Keith Allen
Personnel Reassignments – Michael Markey and Connor Hoyle
Resignation - Fire Prevention Officer LeMont Lucas
New Hire - Ross Fryberg
Wildland Program Lead and Wildland Team Recruiting
Personnel Reassignments – S. Oliver, R. Smith, D. Castillo, M. Wurster
USAR Position - Rescue Specialist Interview Results
Paramedic Class 52
Personnel Reassignments_Academy Instructors
Steve Medina Retirement Notification
Resignation_Connor Hoyle
Recruit Academy - Class 18 Graduate Bios
Personnel Reassignments – John Lapsansky and Michael Markey
Wildland Lead Interview Results
MSO Provisional Assignments
Personnel Reassignment - Training Division Tim Yaw



Police:

Nicole Bells - Resignation

Bryan Hershberger - Retirement

Brian Orr - Retirement

Michael Dolce - Resignation

Dylan Van Vleet - Resignation

Ion Cazac - Resignation

Angel Francois - Promotion

Gustavo Ferrari - Resignation

Robert Way - Resignation

Aleah Moe - Promotion

Michael Bryson - Retirement

Annual Department Awards

Thank You Report - April-May 2025

Thank You Report - June 2025

Thank You Report - March 2025

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

Tuesday
April 8, 2025

Hybrid

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

OTHERS PRESENT: Chad Barnes, City Attorney's Office
Jay Hagen, Fire Department
Ellen Inman, Police Department
Charlie Kimball, Fire Department
Kathleen Kline, City Attorney's Office
Candi Lorenzo, Police Department
Joy St. Germain, Human Resources
Rebecca Su, Human Resources
Dave Tait, Fire Department
Rita Tes, Human Resources
Alex Tsimmerman, Public Comment
Katherine White, City Attorney's Office

MINUTES TAKER: Michelle Cash

I. CALL TO ORDER:

The meeting was called to order at 4:02 p.m. by Chair Noris.

II. ROLL CALL:

A quorum was present.

III. APPROVAL OF MEETING MINUTES:

Motion by Commissioner Jorgenson and second by Commissioner Crowner to approve the January 14, 2025 Civil Service Commission meeting minutes as presented. Motion carried unanimously (5-0).

Motion by Commissioner Jorgenson and second by Commissioner Parrish to approve the January 27, 2025 Civil Service Commission special meeting minutes as presented. Motion carried unanimously (5-0).

Motion by Commissioner Crowner and second by Commissioner Jorgenson to approve the March 12, 2025 Civil Service Commission special meeting minutes as presented. Motion carried unanimously (5-0).

IV. ORAL COMMUNICATIONS:

Chair Noris reviewed the guidelines for Oral Communications (Ordinance 6752).

Alex Tsimmerman, President of Stand Up America

Mr. Tsimmerman said that there is a critical situation because Mayor Robinson controls everyone. Mr. Tsimmerman was trespassed and everyone knows but no one stops the situation. Everyone is afraid of Mayor Robinson. Mayor Robinson has broken the Freedom of Speech Act.

Mr. Tsimmerman was given two warnings to keep his comments relevant to the meeting agenda.

V. REPORTS:

Fire Chief Jay Hagen accepted a new position in Montana. His last day with Bellevue will be April 25, 2025. Commissioners expressed appreciation for Chief Hagen's public service and support. Dave Tait will be the interim Fire Chief.

VI. UNFINISHED BUSINESS:

None.

VII. NEW BUSINESS:

A. Election of New Chair and Vice Chair

Chair Noris opened nominations for the Civil Service Commission Chair position.

Motion by Commissioner Sheffels to appoint Commissioner Crowner as the Civil Service Commission Chair.

Chair Noris requested other nominations for the Civil Service Commission Chair position. There were none. Therefore, nominations were closed.

At the question, motion carried unanimously (5-0) to appoint Commissioner Crowner as the Civil Service Commission Chair.

Chair Noris opened nominations for the Civil Service Commission Vice-Chair position.

Motion by Commissioner Jorgenson to appoint Commissioner Sheffels as the Civil Service Commission Vice-Chair.

Chair Noris requested other nominations for the Civil Service Commission Vice-Chair position. There were none. Therefore, nominations were closed.

At the question, motion carried unanimously (5-0) to appoint Commissioner Sheffels as the Civil Service Commission Vice-Chair.

Commissioner Crowner took over the Chair position.

B. Police:

i. Lead Police Support Specialist Promotion Exam

On behalf of the Police Department, Ms. Lorenzo made an official request to conduct a promotional exam for the rank of Lead Police Support Specialist. The Police Department does not currently have an active Lead Police Support Specialist eligibility list and there is one vacancy. Ms. Lorenzo responded to questions from Commissioners.

Motion by Commissioner Jorgenson and second by Commissioner Sheffels to approve the request to conduct a Police Lead Support Specialist Promotional Exam, as presented. Motion carried unanimously (5-0).

ii. Police: Modification to Selection Steps for Victim Advocate

On behalf of the Police Department, Major Inman made an official request to modify the selection steps used in ranking applicants for the Victim Advocate position. Major Inman responded to questions from Commissioners.

Motion by Commissioner Sheffels and second by Commissioner Jorgenson to approve the request to modify the selection steps used in ranking applicants for the Victim Advocate position, as presented. Motion carried unanimously (5-0).

iii. Police: Forensic Examiner – Recruitment

On behalf of the Police Department, Major Inman made an official request to conduct a recruitment and hiring process for a Police Forensic Examiner. A potential future vacancy in this position is anticipated and there is no current eligibility list. Major Inman noted that this will be an external job posting and the position will be available to all current City of Bellevue employees and the public. Major Inman responded to questions from Commissioners.

Motion by Commissioner Jorgenson and second by Commissioner Sheffels to approve the request to conduct a recruitment and hiring process for a Police Forensic Examiner, as presented. Motion carried unanimously (5-0).

iv. Police: Forensic Lab Manager – Recruitment

On behalf of the Police Department, Major Inman made an official request to conduct a recruitment and hiring process for a Forensic Lab Manager. A potential future vacancy in this position is anticipated and there is no current eligibility list. Major Inman noted that this will be an external job posting and the position will be available to all current City of Bellevue employees and the public. Major Inman responded to questions from Commissioners.

Motion by Commissioner Jorgenson and second by Commissioner Sheffels to approve the request to conduct a recruitment and hiring process for a Forensic Lab Manager, as presented. Motion carried unanimously (5-0).

v. Volunteer Program Coordinator Admin Assistant Recruitment

On behalf of the Police Department, Major Inman made an official request to conduct a recruitment and hiring process for a Volunteer Program Coordinator/Administrative Assistant. A potential future vacancy in this position is anticipated and there is no current eligibility list. Major Inman noted that this will be an internal and external job posting open to all non-Bellevue Civil Service employees. Major Inman responded to questions from Commissioners.

Motion by Commissioner Jorgenson and second by Commissioner Sheffels to approve the request to conduct a recruitment and hiring process for a Volunteer Program Coordinator/Administrative Assistant, as presented. Motion carried unanimously (5-0).

C. Fire

i. Deputy Chief Request to Extend List

On behalf of the Fire Department, Chief Kimball made an official request to extend the current certified Fire Deputy Chief list one year, until May 16, 2026, since vacancies are anticipated for this position. Chief Kimball responded to questions from Commissioners.

Motion by Commissioner Jorgenson and second by Commissioner Sheffels to approve the request to extend the current certified Fire Deputy Chief list one year, until May 16, 2026. Motion carried unanimously (5-0).

ii. Fire Entry Level – Request to Merge Lists

On behalf of the Fire Department, Chief Kimball made an official request to extend the current certified Entry Level Firefighter list one year, until May 30, 2026; and to merge the current certified Entry Level Firefighter list with the forthcoming Entry Level list, anticipated to be

complete and certified by May 2025. Chief Kimball responded to questions from Commissioners.

Motion by Commissioner Jorgenson and second by Commissioner Sheffels to extend the current certified Entry Level Firefighter list one year, until May 30, 2026; and to merge the current certified Entry Level Firefighter list with the forthcoming Entry Level list, anticipated to be complete and certified by May 2025. Motion carried unanimously (5-0).

iii. Fire Lieutenant Request to Extend List

On behalf of the Fire Department, Chief Kimball made an official request to extend the current Certified Lieutenant List one year, until September 30, 2026, since vacancies are anticipated. Chief Kimball responded to questions from Commissioners.

Motion by Commissioner Jorgenson and second by Commissioner Sheffels to extend the current Certified Fire Lieutenant List one year, until September 30, 2026. Motion carried unanimously (5-0).

VIII. ANNOUNCEMENT OF NEXT MEETING:

Newly Elected Chair Crowner announced that the next regularly scheduled Civil Service Commission meeting will be held on Tuesday, July 8, 2025 at 4:00 p.m.

IX. INFORMATIONAL ITEMS:

Police—Executive Orders

- A. Promotion: E. Inman to Major
- B. Promotion: B. Jones to Captain
- C. Resignation: Officer Kuznietsov
- D. Resignation: Recruit Ken Walch
- E. Resignation: Officer J. Dehar
- F. Termination: Recruit C. Brende
- G. Resignation: Officer T. Hawkey
- H. Resignation: Officer A. Manns
- I. Resignation: Officer A. Hendrickson
- J. Promotion: G. Graham; T. Chapel to Sergeant
- K. Resignation: Recruit R. Guitierrez
- L. Resignation: Officer S. Sun
- M. Nicole Bells: Civilian Officer of the Year
- N. Jeffrey Christiansen: Investigator Officer of the Year
- O. Anthony Felder: Officer of the Year
- P. Halsted: Sergeant Officer of the Year
- Q. Amanda Jackson-Berrios: Officer of the Quarter Q4
- R. Thank You Report: Oct.-Dec. 2024

S. Thank You Report: Jan.-Feb. 2025

Fire—Status Change

- A. Paramedic Candidate Application Announcement
- B. Successful Completion of Firefighter Probation
- C. Captain Promotional Assessment Results
- D. Promotion of Wong and Vann
- E. Retirement Notification: Firefighter/Paramedic John Baxter
- F. Retirement Notification: Lieutenant Joe Lucero
- G. 2024 Department Accomplishments

X. ADJOURNMENT:

Newly Elected Chair Crowner adjourned the meeting at 4:42 p.m.



Fire Department

DATE: June 9, 2025

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

FROM: Matt Burrow, Battalion Chief – EMS Division

SUBJ: LETTER OF EXPLANATION; PROVISIONAL CAPTAIN MEDICAL SERVICES OFFICER (MSO)

As a result of a non-duty injury, the Fire Department needs to fill a position with a temporary appointment for one of our Medical Services Officer (MSO) assignments. The requirement is that this position is to be assigned as either a Lieutenant MSO or Captain MSO who has completed the MSO training book and who has been a King County trained paramedic or a staff member who has worked in the EMS Division as an administrative officer for a minimum of 2 years. Currently no internal candidates **or** any staff member on our Civil Service promotional lists meet these requirements.

To fill this gap and to meet the operational needs of the department, Bellevue Fire, as an appointing authority, will be appointing the following staff members to serve in this capacity:

- Lieutenant MSO Ron Rood to Provisional Captain MSO
- Firefighter/Paramedic Reese Cogdill to Provisional Lieutenant MSO
- The effective dates will be 6/16/2025 through approximately mid-August when the Captain MSO returns.

Local 1604 has been consulted and is supportive of this decision resulting in these assignments.

The department recognizes the need to bolster the depth of the candidate list for the MSO position, which is identified as a high priority for the Emergency Medical Services Division and one which will take some time to build the infrastructure.

Respectfully,

Matt Burrow

Matt Burrow, Battalion Chief
EMS Division

CC: Rita Tes, Sr. Human Resources Business Partner
Brian Bothwell, President – Local 1604 - bbothwell@iaff1604.org