

**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.