

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

Tuesday
July 12, 2016
4:00 p.m.

Conference Room 1E-109
Bellevue City Hall
Bellevue, Washington

MEMBERS PRESENT: Ernesto Simas, Chair
Thomas Koger, Vice-Chair
Paul Clark
Patricia Sheffels

MEMBER ABSENT: Tim Tow

OTHERS PRESENT: Evon Hartmann, Human Resources
Jim Hershey, Police Department
Diane Kendall, Human Resources
Mark Moulton, Fire Department
Steve Mylett, Police Department
Jerome Roaché, City Attorney's Office

MINUTES TAKER: Michelle Cash, *via recording*

I. CALL TO ORDER

The meeting was called to order at 4:00 p.m. by Commissioner Simas.

II. ROLL CALL

A quorum was present.

III. APPROVAL OF MEETING MINUTES

Motion by Commissioner Koger and second by Commissioner Sheffels to approve the meeting minutes from the April 12, 2016 meeting as presented. Motion carried unanimously (4-0).

Motion by Commissioner Sheffels and second by Commissioner Koger to approve the meeting minutes from the May 23, 2016 special meeting as presented. Motion carried unanimously (4-0).

IV. OLD BUSINESS

Commissioners requested an update regarding the Civil Service Hearing regarding the City of Bellevue versus Mr. Jolliffe. Mr. Roaché explained that there are no changes since the last meeting. He is going to contact the attorneys for both parties to determine if a Court Reporter and/or Hearing Examiner are desired for the hearing. The original proposal, on behalf of the City, was to split the cost of these services. However, Mr. Roaché noted that the Commissioners can also require the City to pay the cost of these services, if desired. Mr. Roaché strongly recommended that both a Court Reporter (\$50/hour) and Hearing Examiner (approximately \$150/hour) be utilized for the City of Bellevue versus Mr. Jolliffe hearing. Further discussions regarding this matter will take place at the next meeting regarding the hearing, which will be held on August 9, 2016.

Mr. Roaché noted that there is a mediation meeting scheduled within the next week or two. Further information will be provided at the August 9, 2016 meeting.

V. NEW BUSINESS

A. Welcome New Civil Service Commissioner

Paul Clark was welcomed to the Civil Service Commission as the newest Commissioner.

B. Request to Extend Certified Eligibility List for Deputy Chief

On behalf of the Fire Department, Mr. Moulton made an official request to extend the current certified Deputy Fire Chief list one year until November 19, 2017.

Motion by Commissioner Clark and second by Commissioner Sheffels to authorize the request to extend the current certified Deputy Fire Chief list one year until November 19, 2017. Motion carried unanimously (4-0).

C. Request to Conduct Fire Captain Promotional Exam

On behalf of the Fire Department, Mr. Moulton made an official request to conduct a promotional exam for the rank of Captain in January, 2017. The current list expires on November 18, 2016.

Motion by Commissioner Sheffels and second by Commissioner Clark to authorize the request to conduct a promotional exam for the rank of Captain in January, 2017. Motion carried unanimously (4-0).

D. Request to Extend the Certified Eligibility List for Firefighter/Engineer

On behalf of the Fire Department, Mr. Moulton made an official request to extend the current certified Firefighter/Engineer Eligibility List one year until September 23, 2017.

Motion by Commissioner Clark and second by Commissioner Sheffels to authorize the request to extend the current certified Firefighter/Engineer Eligibility List one year until September 23, 2017. Motion carried unanimously (4-0).

E. Name Change in Civil Service Rules from Lieutenant to Sergeant

On behalf of the Police Department, Mr. Mylett made an official request to authorize an amendment to Section 2.12 of the 2009 Civil Service Rules, as previously amended, to read as follows:

2.12 Rank

The relative standing of positions covered by the Civil Service. The Civil Service ranks are: Police Officer, Police Corporal, Police ~~Lieutenant~~ Sergeant, Police Captain, Police Major, Deputy Police Chief; Firefighter, Firefighter Engineer, Fire Lieutenant, Fire Captain, Fire Battalion Chief, and Deputy Fire Chief.

Mr. Mylett noted that there are no substantive changes associated with the renaming of Police Lieutenant to Police Sergeant. Therefore, there are no fiscal or other impacts associated with this change. In addition, the Bellevue Police Guild has been notified of this change and has no objection.

Motion by Commissioner Clark and second by Commissioner Sheffels to authorize the request to amend Section 2.12 of the 2009 Civil Service Rules, as previously amended, to read as follows:

2.12 Rank

The relative standing of positions covered by the Civil Service. The Civil Service ranks are: Police Officer, Police Corporal, Police ~~Lieutenant~~ Sergeant, Police Captain, Police Major, Deputy Police Chief; Firefighter, Firefighter Engineer, Fire Lieutenant, Fire Captain, Fire Battalion Chief, and Deputy Fire Chief.

At the question, motion carried unanimously (4-0).

F. Resolution to Change Name to Sergeant

Motion by Commissioner Koger and second by Commissioner Sheffels to approve Resolution No. 2016-1 amending Rule 2.12 of the 2009 Civil Service Rules and Regulations to change the title of the Police Department rank of Police Lieutenant to Police Sergeant. Motion carried unanimously (4-0).

G. Request to Conduct a Police Corporal Promotional Exam

On behalf of the Police Department, Mr. Mylett made an official request to conduct a promotional exam for the rank of Police Corporal between August 2016 and 2017. The current list will expire soon and be exhausted and vacancies are anticipated by the end of 2016.

Motion by Commissioner Sheffels and second by Commissioner Clark to authorize the request to conduct a promotional exam for the rank of Police Corporal between August 2016 and 2017. Motion carried unanimously (4-0).

H. Request to Conduct a Police Sergeant Promotional Exam

On behalf of the Police Department, Mr. Mylett made an official request to conduct a promotional exam for the rank of Police Sergeant between August 2016 and 2017. The current list will expire soon and be exhausted and vacancies are anticipated by the end of 2016.

Motion by Commissioner Sheffels and second by Commissioner Clark to authorize the request to conduct a promotional exam for the rank of Police Sergeant between August 2016 and 2017. Motion carried unanimously (4-0).

I. Request to Conduct a Police Deputy Chief Promotional Exam

On behalf of the Police Department, Mr. Mylett made an official request to conduct a promotional exam for the rank of Deputy Police Chief in 2016. He noted that there currently isn't an active Police Deputy Chief eligibility list and currently there is a vacancy for this position. Mr. Mylett clarified that the vacancy desired to be filed is for Mr. Johnson's position. Mr. Johnson was one of the former two Deputy Chiefs.

Motion by Commissioner Sheffels and second by Commissioner Koger to authorize the request to conduct a promotional exam for the rank of Deputy Police Chief in 2016. Motion carried unanimously (4-0).

VI. ANNOUNCEMENT OF NEXT MEETING

Commissioner Simas announced that the next regularly scheduled Civil Service Commission meeting will be held on Tuesday, October 11, 2016.

VII. INFORMATIONAL ITEMS

FIRE

1. Notice of Status Change—Promoted to Lieutenant-Kevin McKean
2. Notice of Status Change—Promotion to Captain-Thomas Fields Jr.
3. Notice of Status Change—Long-Term Acting Firefighter/Engineer-Joshua McCoy
4. Eligibility List—Lieutenant

POLICE

5. Retirement—Bruce Corey
6. Retirement—Mick Fry
7. Transfers—Lieutenant Fowler to Courts and Custody, Lieutenant Engman to Patrol
8. Transfer—Detective Grannis 24 month background assignment
9. Transfer—Officer Park to PSU Training Coordinator Officer
10. Transfer and Assignment—Corporal Wolff to PSU, Officer Kelly to Bike Team, Officer Perreira to Bike Team
11. Appointment—Major Arpin to Acting Deputy Chief
12. Promotion—Officer Engman to Lieutenant
13. Promotion—Officer Peacey to Corporal
14. Promotion—Officer Bruchon to Corporal
15. Department Awards
16. Reassignment Jim Jolliffe from Deputy Chief to Captain
17. Retirement—Detective Chiu
18. Off Probation—Jarrod Jones
19. Off Probation—Christopher Wyche
20. Off Probation—Scott White
21. Off Probation—Caleb Worthington
22. Off Probation—Michael Brown
23. Assignment—Assigned to Bike Team, Amir Mousavi, Officer Barker, Officer Kelly
24. Officer of Professional Standards Quarterly Report
25. Eligibility List—Entry
26. Eligibility List—Experienced Level
27. Eligibility List—Major
28. Eligibility List—Lieutenant
29. Eligibility List—Major
30. Eligibility List—Experienced Level
31. Eligibility List—Experienced Level

VIII. ADJOURNMENT

By general consensus, the meeting was adjourned at 4:27 p.m.