

**KALAMA CIVIL SERVICE COMMISSION
REGULAR MEETING
JUNE 18, 2015**

1. CALL TO ORDER

Chairperson Larry Rosson called the meeting to order at 5:30 p.m., June 18, 2015. Commissioner Gary Finley and Secretary/Examiner Sue Seay were present. Police Chief Randy Gibson was also in attendance. Commissioner Don Mathison was unable to attend the meeting.

2. APPROVAL OF MINUTES

Commissioner Gary Finley moved to approve the minutes of the April 23, 2015 meeting. The motion was seconded and the minutes were approved.

3. OLD BUSINESS

None.

4. NEW BUSINESS

Eligibility Lists - Chairman Rosson asked Chief Gibson for an overview of his eligibility list request. The Chief indicated the City is annexing property and the City is growing. Within a year he would like to add an officer to his department. One of the current officers is having hip issues and there are other officers in the department dealing with serious health issues.

After some discussion it was decided the Commission would use Public Safety Testing for creating entry-level and lateral eligibility lists. The Chief has created an impressive recruitment document and this will be used in advertising for officers. The Chief indicated his final document should be ready within a week and at that time the advertising will begin. Secretary/Examiner Seay will coordinate the efforts with Public Safety Testing.

Meeting Date - In order to avoid possible conflicts with other commissions and committees using the Council Chambers, the Civil Service Commission was asked to switch its meetings to either the first or fourth Thursday of the month. The Commission voted unanimously to move the meeting day to the fourth Thursday of the month.

**KALAMA CIVIL SERVICE COMMISSION
REGULAR MEETING
JUNE 18, 2015**

Chairman Rosson asked if the Police Department had anything for the Commission and Chief Gibson indicated he did not. The Commission commended the Chief and indicated everything seems to be running very smoothly at the Police Department. The Commission noted and appreciated the work the Chief has done.

5. CORRESPONDENCE

None.

6. OTHER

None.

7. NEXT MEETING

The next meeting of the Kalama Civil Service Commission is tentatively set for Thursday, July 23, 2015 at 5:30 p.m.

8. ADJOURNMENT

Chairperson Rosson adjourned the meeting at approximately 6:00 p.m. These minutes are not verbatim. A copy of the tape can be made available for listening upon request.

Larry Rosson, Chairman

Sue Seay, Secretary/Examiner