

KALAMA CIVIL SERVICE COMMISSION

*Larry R. Rossen, Chairman
Gary C. Finley, Commissioner
Don Mathison, Commissioner
Sue Seay, Secretary/Examiner*

R E G U L A R M E E T I N G A G E N D A

CALL TO ORDER: May 5, 2016

APPROVAL OF MINUTES: January 28, 2016

OLD BUSINESS:

NEW BUSINESS: Review Hiring Procedures
Establish Hiring List

CORRESPONDENCE:

OTHER:

NEXT MEETING: June 23, 2016

ADJOURNMENT:

**KALAMA CIVIL SERVICE COMMISSION
REGULAR MEETING
MAY 5, 2016**

1. CALL TO ORDER

Chairperson Larry Rosson called the meeting to order at 5:30 p.m., May 5, 2016. Commissioner Gary Finley, Commissioner Don Mathison, and Secretary/Examiner Sue Seay were present. Chief Randy Gibson joined the meeting shortly after it started.

2. APPROVAL OF MINUTES

Commissioner Don Mathison moved to approve the minutes of the January 29, 2016 meeting. Commissioner Finley seconded and the minutes were approved.

3. OLD BUSINESS - None.

4. NEW BUSINESS

The Chief explained he has been given tentative approval to hire an additional officer sometime between July and December. Of course the City would prefer to hire a lateral officer, but it is extremely difficult to attract qualified applicants. The City of Woodland gave up trying to hire a lateral and hired two entry-level officers. Being price competitive is one challenge, especially when cities like Longview are offering a \$7,000 signing bonus. The Chief indicated he is attempt to get some kind of financial incentive approved for hired laterals.

There was discussion regarding the costs involved in hiring an entry-level officer, as well as the waiting involved in actually getting the applicant in the academy. The Chief explained there are only two training centers, and unfortunately the legislature is

Commissioner Mathison recalled some years ago there was officer sharing available. For instance, if one city was sending a new hire to the academy, another city would send an officer to fill in. Chief Gibson indicated he had heard of something like that years ago, but has not heard anything recently.

Commissioner Mathison moved that steps be taken to create an entry-level eligibility list. It was decided to take those scoring 85% and above would qualify for the oral board. The candidates with the appropriate score would be contacted by letter or email and asked if they are still interested in working for the Kalama Police Department. They will be given 10 days to respond. Commissioner Finley seconded and the motion passed unanimously. In the past the oral board has consisted of three individuals. If the Chief wanted, he could sit in on the oral boards. There was a question whether or not Public Safety Testing did fingerprinting or any background checking. It was later determined the service