

KALAMA CIVIL SERVICE COMMISSION

Don Mathison, Chairman
Gary C. Finley, Commissioner
Levi Morgan, Commissioner
Krystall Marriott Secretary/Examiner

MEETING AGENDA

- CALL TO ORDER:** September 27, 2018
- APPROVAL OF MINUTES:** April 26, 2018
June 7, 2018
June 14, 2018
- OLD BUSINESS:**
- NEW BUSINESS:** Review Civil Service Rules, make corrections
update format etc
- CORRESPONDENCE:** Copies of letters given to applicants/Wong's
retirement letter
- OTHER:**
- NEXT MEETING:** October 25, 2018 @ 5:30pm
- ADJOURNMENT:**

**KALAMA CIVIL SERVICE COMMISSION
REGULAR MEETING
SEPTEMBER 27, 2018**

CALL TO ORDER

Chairman Don Mathison called the meeting to order at 5:30 p.m. Commissioner Levi Morgan, Commissioner Gary Finley and Secretary Krystall Marriott were in attendance. Also in attendance were Chief Ralph Herrera and members of the public.

APPROVAL OF THE MINUTES

Chairman Mathison asking the commission if there were any motions to approve or amend the meeting minutes from April 26, 2018, June 6, 2018, and June 14, 2018. Commissioner Finley made a motion to approve, Commissioner Morgan Second and the motion was carried.

NEW BUSINESS

Chief Herrera has recommended that the Commission review the current rules, as over the years many updates and changes have been made to the document causing the document to not flow efficiently. He suggested starting back at square 1, by possibly using Battle Ground's Civil Service Rules as a foundation. Go through and see what sections apply or don't apply to us, then look and see where we would need to include ours and merge them.

Secretary Marriott asked the Commission that during this time, if they would consider adding in the process for ranking on Advanced Entry/ Lateral Entry lists should they get more than 3 on a list. Also, she asked if there needs to be a process for Full Police Clerks, as in the past when the position became full time it was questioned. Secretary Marriott will request information from MSRC.

Discussion took place that a workshop would need to be held to start the process of looking at updating the rules. It was agreed that the next meeting would be October 25, 2018 at 5:30pm.

CORRESPONDENCE

Chief Ralph Herrera notified the commission that Scot Edgworth would be removed from the Advanced Entry Lateral list as he has chosen to move back to Minnesota. This would leave the Lateral and Advanced Entry Lists empty, and would leave the only option to move into the Entry Level List for new positions for an addition within the next 3-45 days. . The top 3 are currently being moved into background checks.

Also, given to the Commission was Officer Kendrick Wong's retirement letter.

OTHER


Chairman Mathison addressed a member of the public, Marshall Hergelin, a High School Junior, that had a high interest in law enforcement and wanted to see what Civil Service was all about. Chief Herrera mentioned that the student had also contacted us in the past regarding participation in the Washington State Youth Program that is offered to youths. Commissioners each introduced themselves and Chairman Mathison gave detail on why we have a Commission.

ADJOURNMENT

Chairman Mathison adjourned the meeting at approximately 6:25 p.m. These minutes are not verbatim.



Don, Mathison, Chairman



Krystal Marriott, Secretary