

# KALAMA CIVIL SERVICE COMMISSION

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

## REGULAR MEETING AGENDA

**CALL TO ORDER:** March 22, 2018

**APPROVAL OF MINUTES:** January 25, 2018  
February 15, 2018

**OLD BUSINESS:** Adopting amended Civil Service Rules

**NEW BUSINESS:** Oral Boards

**CORRESPONDENCE:**

**OTHER:**

**NEXT MEETING:** April 26, 2018

**ADJOURNMENT:**

**KALAMA CIVIL SERVICE COMMISSION  
REGULAR MEETING  
March 22, 2018**

**1. CALL TO ORDER**

Chairman Don Mathison called the meeting to order at 5:30 p.m. Commissioner Levi Morgan, and Secretary Krystall Marriott were present. Commissioner Gary Finley was absent. Also in attendance were Sergeant Steve Parker.

**2. APPROVAL OF MINUTES**

Commissioner Morgan made a motion to approve the minutes of the January 25, 2018 meeting and February 15, 2018 workshop. Chairman Mathison 2nd and the motion carried.

**3. OLD BUSINESS**

Secretary Marriott presented copies of the Draft Kalama Civil Service Rules as previously discussed. The following sections were updated:

Rule IV- Section 18- "E"

Rule V- Sections 2 & 3

Rule VI- Section 1, Section 3 (Paragraph 2), Section 5 (paragraph 2)

Rule XVI- Section 1 Lateral Entry paragraph & new additional Advanced Entry paragraph & List.

In addition Chairman Mathison and Commissioner Morgan discussed updating Rule V Section 3, from eligibility lists expiring after 16 months to 12 months ~~(see attached)~~ *LM*. Rule VI, Section 3, adding the language that both Entry Level and Lateral/Advanced Entry shall each have up to 3 persons available per list. ~~(see attached)~~ *LM*

Commissioner Morgan made a motion to approve the presented and updated changes as noted above to be amended to the rules. Chairman Mathison 2nd and the motion was carried.

**4. NEW BUSINESS**

Secretary Marriott informed the Commission that Officer Ross has fully resigned from the Kalama Police Department and now is working for the Cowlitz County Sheriff's Office. Ms. Marriott also brought to their attention that the Department is expecting to lose one more Officer within the next 30-60 days. This puts an urgency on the hiring process as it will put a lot more overtime and burden on the current staff.

Oral Boards for Entry Level Applicants as well as Lateral/ Advanced Entry will be held Thursday, March 29, 2018. With the urgency of needing an updated certified

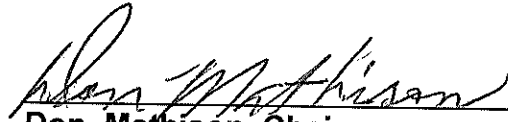
eligibility list, it was agreed to attempt to hold a special meeting Friday, March 30th at 11am. Ms. Marriott will contact the commission to confirm this next week.


5. **CORRESPONDENCE**

6. **OTHER**

7. **ADJOURNMENT**

Chairman Mathison adjourned the meeting at approximately 7:00 p.m. These minutes are not verbatim.

  
Don, Mathison, Chairman

  
Krystal Marriott, Secretary