



Leading the Way

**City of Kennewick
CIVIL SERVICE COMMISSION
07/14/2020 - 5:30 PM – Meeting on 2nd Tuesday vs. regular schedule of 3rd Tuesday
Conducted via Teleconference – COVID-19**

Commission Members Present: Commissioner Sandi Strawn, Commissioner Ron Mabry, & Commissioner Mike Rader
Staff Members Present: Ken Hohenberg, Corey Osborn, & Beth Whitton

1. CALL TO ORDER – 5:33pm

2. APPROVAL OF MINUTES

A motion was made by Commissioner Rader to approve the minutes from the May 19th, 2020 meeting as presented. Commissioner Mabry seconded. **MOTION CARRIED.**

3. OLD BUSINESS

a. Removal of Names from the Public Safety Testing (PST) Police Officer Eligibility List

- i. Did not respond to the request
 - 1. Deter Voetberg, Alex Sami

A motion was made by Commissioner Rader to remove the names listed above for not responding to the request. Commissioner Mabry seconded. **MOTION CARRIED.**

- ii. Did not meet department standards

- 1. Tyler Herman, Trevor Miller

A motion was made by Commissioner Mabry to remove the names listed above for not meeting department standards. Commissioner Rader seconded. **MOTION CARRIED.**

- iii. Per candidate request

- 1. Aaron Ackerman

A motion was made by Commissioner Mabry to remove the names listed above for not meeting department standards. Commissioner Rader seconded. **MOTION CARRIED.**

b. Approval of Public Safety Testing (PST) Police Officer Eligibility List

A motion was made by Commissioner Rader to approve the eligibility list as presented. Commissioner Mabry seconded. **MOTION CARRIED.**



Leading the Way

c. Removal of Names from the In-State Lateral Police Officer Eligibility List

i. Did not respond to request

1. Keanu Hamilton, Matthew Ponusky

A motion was made by Commissioner Mabry to remove the names listed above for not responding to the request. Commissioner Rader seconded. **MOTION CARRIED.**

ii. Per candidate request

1. Michelle Griesheimer

A motion was made by Commissioner Rader to remove the name listed above per the candidates' request. Commissioner Mabry seconded. **MOTION CARRIED.**

d. Approval of the In-state Lateral Police Officer Eligibility List

A motion was made by Commissioner Mabry to approve the eligibility list as presented. Commissioner Rader seconded. **MOTION CARRIED.**

e. Removal of Names from the Firefighter/EMT Eligibility List

i. Did not meet department standards

1. Patrick Siler, Jacob DeHaan

A motion was made by Commissioner Rader to remove the names listed above for not meeting department standards. Commissioner Mabry seconded. **MOTION CARRIED.**

ii. Per candidate request

1. Stephen Bowe

A motion was made by Commissioner Mabry to remove the names listed above per the candidates' request. Commissioner Rader seconded. **MOTION CARRIED.**

iii. Hired

1. Hunter Watkins, Jeffrey Clawson, Ryan Bender, Adam Sutton, Aaron Sutton

A motion was made by Commissioner Rader to remove the names listed above due to being hired. Commissioner Mabry seconded. **MOTION CARRIED.**

f. Approval of the Firefighter/EMT Eligibility List

A motion was made by Commissioner Mabry to approve the eligibility list as presented. Commissioner Rader seconded. **MOTION CARRIED.**

g. Removal of Names from the Firefighter Paramedic Eligibility List



Leading the Way

i. Hired

1. Robert Stoeckel

A motion was made by Commissioner Rader to remove the name listed above due to being hired. Commissioner Mabry seconded. **MOTION CARRIED.**

h. Approval of the Firefighter/Paramedic Eligibility List

A motion was made by Commissioner Mabry to approve the eligibility list as presented. Commissioner Rader seconded. **MOTION CARRIED.**

4. NEW BUSINESS

a. Request a motion to Approve the Updated Deputy Fire Chief Job Description (see attached)

A motion was made by Commissioner Rader to approve the updated Deputy Chief Job Description as presented. Commissioner Mabry seconded. **MOTION CARRIED.**

b. Request to Approve a Deputy Fire Chief Recruitment Process

- i. Staff recommends that we contract with Western Fire Chiefs Association to manage the recruitment process (see attached). All “fully aligned” external candidates and all internal candidates will move forward to an interview process. The City will manage the interview process with four interview components to receive equal weight:

1. City of Kennewick Leadership Panel Interview
2. Local Community Fire and Police Department Panel Interview
3. Local Community Partners Panel Interview
4. City of Kennewick Union Firefighters Panel Interview.

A motion was made by Commissioner Rader to approve the Deputy Fire Chief Recruitment process as presented. Commissioner Mabry seconded. **MOTION CARRIED.**

c. Request to Eliminate the Multiple-Choice Component from the Battalion Chief Promotional Exam

- i. Staff recommends removing the multiple-choice component as redundant, since this knowledge base is already covered in the Fire Captain Promotional Exam. The exam would consist of three components to receive equal weight:

1. Tactical Emergency Response Scenario
2. Personnel Management Scenario
3. Regional Fire Command Panel Interview



Leading the Way

A motion was made by Commissioner Mabry to eliminate the Multiple-Choice Component from the Battalion Chief Promotional Exam as recommended. Commissioner Rader seconded. **MOTION CARRIED.**

- d. Staff Updates – Police & Fire Department Staffing
 - i. Police
 - 1. No new hires
 - 2. Two upcoming retirements
 - 3. Increase in In-State Lateral applicants
 - ii. Fire
 - 1. No Firefighter vacancies

There being no further business to come before the Civil Service Commission, the meeting adjourned at 6:12pm.

Approved via webex on 08/18/2020
Sandi Strawn, Commissioner

Approved via webex on 08/18/2020
Ron Mabry, Commissioner

Approved via webex on 08/18/2020
Mike Rader, Commissioner

Approved via webex on 08/18/2020
Beth Whitton, Secretary