



**ANACORTES CIVIL SERVICE COMMISSION
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**Commissioners:
Jon Stables, Chair
William Kalin, Vice Chair
Vicki Stasch
James English (Alternate)
Mary-Ann Gutierrez (Alternate)**

Emily Schuh, Secretary & Chief Examiner

Minutes of the Civil Service Commission Meeting of Tuesday, September 4, 2018

Commissioners Present: Jon Stables
Vicki Stasch
Mary-Ann Gutierrez
James English

The meeting was called to order at 10:30 a.m. in the City Hall, Main Floor Conference Rm. at 904 6th Street.

The minutes of the May 7, 2018 meeting were approved as written.

Secretary Schuh updated the Commission on Police staffing. An employment offer was made to Jordan Kellington. Recruit Kellington will begin on Monday, September 17 and is scheduled to go to the Police academy in October. The Police department is now fully staffed.

Secretary Schuh updated the commission on the Fire department staffing. One Firefighter EMT left employment on August 29, 2019. The hiring process will begin with the Civil Service eligibility list for a Firefighter EMT that was certified in the spring of 2018.

The department is utilizing a provisional appointment to assist while new staff members are competing their training. In September the provisional appointment will expire. Article 10.13.02 states that provisional appointments will not exceed six months.

10.13.02 All provisional employment in a class shall cease at the earliest possible date and shall not exceed thirty (30) days from date of notice that a proper eligible register for such class is available; provided, an extension may be granted by the Secretary upon satisfactory written justification by the appointing authority, if such extension will not cause the provisional appointment to exceed the six (6)-month limitation.

Secretary Schuh briefed the Commission on the Central Valley Ambulance Authority (CVAA) dissolution. Skagit County will cease providing EMS services and the cities of Anacortes, Mount Vernon, Sedro Woolley, and Burlington will transition to providing EMS services. This fire-based medic system which will go into effect January 1, 2019. Transitioning to the new model means a re-scoping of

the service areas. Anacortes will have a larger area to cover for EMS services. The four cities are working jointly to develop a consolidated hiring and testing processes. In addition, we are researching local training options for the CVAA paramedics who will need to be trained as firefighters. The intent is to streamline a selection process for current CVAA paramedics to be considered for employment with the cities. The Civil Commission having been briefed on the on the Central Valley Ambulance Authority dissolution expressed support for Secretary Schuh to move forward with a centralized recruit process. Commissioner Stasch made a motion. Commissioner English seconded it. Motion carried.

The meeting adjourned at 10:44 a.m.

Respectfully submitted by,



Emily Schuh, Secretary

APPROVED by:  Date 10/17/19