



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

Vanessa Bronsema, Secretary & Chief Examiner

Minutes of the Civil Service Commission Meeting of Monday, November 4, 2019

Commissioners Present:	William Kalin	Staff Present:	Vanessa Bronsema
	Jon Stables		Police Chief John Small
	James English		Fire Chief David Oliveri
	Mary-Ann Gutierrez		

The meeting was called to order at 10:31 a.m. in the City Hall, Third Floor Conference Rm. located at 904 6th Street.

The minutes of the September 3, 2019 meeting were approved as written.

Chief Small requested certification of the Records/Staff Support position eligibility list. He stated that eleven (11) candidates participated in the oral boards that occurred on October 23, 2019. Mary-Ann moved and Jon seconded approval of the list through November 3, 2020. Chief Small briefed the Commission on the retirement of Officer Doug Liddle, who retired in September 2019. His retirement created an additional vacancy in the Police Department. The two entry-level candidates, Colin Norris and Stuart Rhodes, have both successfully passed background investigations, and are expected to start in November 2019 and January 2020, respectively. Chief Small also briefed the Commission on an open Lateral Officer recruitment process to establish a list of experienced officers for the Department to consider. The Commission discussed the timing of the Chief's interviews, and were supportive of conducting interviews following the oral board process with notification to the union.

Chief Oliveri briefed the Commission on Fire department staffing. Lieutenant Chris Byer has returned to work, effective November 1, 2019, so the provisional appointment held by Daniel Coleman is set to end at the end of the November 7 and 8 shift. Mr. Coleman was provided two weeks' notice for the end of the appointment. Chief Oliveri stated that the State Fire Academy is expected to be operational in January or February of 2020.

Secretary Bronsema provided information and updates from the Civil Service Conference she attended in September 2019 in Yakima.

The Commission discussed moving the meetings in 2020 to 11:00 a.m. on the first Monday of each month.

The meeting adjourned at 11:08 a.m.

Respectfully submitted by,

Vanessa Bronsema

Vanessa Bronsema, Secretary

APPROVED by: *Vicki Stasch* Date: *12/2/19*