

CIVIL SERVICE COMMISSION SPECIAL MEETING AGENDA



City of Lake Stevens Vision Statement

By 2030, we are a sustainable community around the lake with a vibrant economy, unsurpassed infrastructure and exceptional quality of life.

January 5, 2023 - 4:00 PM

Hybrid Meeting: attend via [Zoom](#) or in person at City Hall, 1812 Main St.

- 1. Call to Order**
- 2. Roll Call**
- 3. Action Items**
 - A. Approve Minutes of December 29, 2022 Special Meeting
 - B. Elect Commission Chair and Vice Chair
 - C. Certify Entry Level Police Officer Continuous Testing Eligibility List
- 4. Staffing and Recruiting Update**
 - A. Staffing and Recruiting Update
- 5. New Business**
- 6. Adjourn**

THE PUBLIC IS INVITED TO ATTEND

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Human Resources, City of Lake Stevens ADA Coordinator, (425) 622-9400, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.

CITY OF LAKE STEVENS
CIVIL SERVICE COMMISSION SPECIAL MEETING MINUTES
December 29, 2022
Hybrid meeting via Zoom and in-person at City Hall

CALL TO ORDER: 4:00 p.m. by Commissioner Mitchell

COMMISSION MEMBERS PRESENT: Commissioners Ray Mitchell, Brian McManus and Joshua Wilson

STAFF PRESENT: Deputy Police Chief Jeff Young, and Chief Examiner/Secretary Julie Good

Action Items:

MOTION by Ray Mitchell to approve Minutes of the November 17, 2022 Civil Service Commission Special Meeting. Motion seconded by Joshua Wilson. Motion passed unanimously.

MOTION by Ray Mitchell to certify the Entry Level Police Officer Continuous Testing Eligibility List. Motion seconded by Brian McManus. Motion passed unanimously.

Staffing and Recruiting Update:

Deputy Police Chief Young reported that he's expecting two Lateral Police Officers to apply soon. Staffing update handout was reviewed and discussed. Brief discussion regarding budget for additional positions.

New Business:

Discussion regarding meeting date and time. Future meetings, if needed, will continue to be scheduled for Thursdays at 4:00 p.m.

Adjourn:

MOTION by Brian McManus to adjourn the meeting. Motion seconded by Ray Mitchell. Motion passed unanimously. The meeting was adjourned at 4:11 p.m.

Respectfully Submitted:

Julie Good
Civil Service Commission Chief Examiner/Secretary

Approved By:

Ray Mitchell
Civil Service Commission Chairperson



**Entry Level Police Officer
Continuous Testing Eligibility List**

The following names were certified by the Lake Stevens Civil Service Commission for the position of Entry Level Police Officer:

Rank	Applicant	Score	Date Certified	Date Eligibility Expires	Status
1	Matthew Moots	92.32%	12/29/2022	12/28/2023	
2	Collin Schneider	85.91%	12/29/2022	12/28/2023	
3	Tyler Burcham	85.81%	12/29/2022	12/28/2023	
4	Alex Bernabe	85.51%	12/29/2022	12/28/2023	
5	Michael Whiting	85.36%	1/5/2023	1/4/2024	
6	Robert Bried	84.58%	12/29/2022	12/28/2023	
7	Christopher Vasil	84.38%	1/5/2023	1/4/2024	
8	Caleb Butler	83.71%	1/5/2023	1/4/2024	
9	Neha Sahdev	83.33%	1/5/2023	1/4/2024	
10	Melvin Montalvo	83.02%	12/29/2022	12/28/2023	
11	Charles Alford	80.56%	11/17/2022	11/16/2023	
12	Colby Masters	79.17%	12/29/2022	12/28/2023	
13	Kevin Lanto	75.02%	12/29/2022	12/28/2023	
14	Tyler Hiorns	71.80%	12/29/2022	12/28/2023	
15	Derek Price	70.56%	9/1/2022	8/31/2023	
16	Diego Dos Santos	70.00%	11/17/2022	11/16/2023	

Approved by: _____
Ray Mitchell
Civil Service Commission
Chairperson

Date: _____

Attested by: _____
Julie Good
Civil Service Commission
Civil Service Chief Examiner/Secretary

Date: _____

As of: Jan. 4, 2023

Position	Authorized Positions	Vacant Positions	Candidates on Eligibility List	Candidates in Process	Candidate Status
Police Officer:	34	7			
Entry Level			16	4	4 candidates in preliminary background; 9 candidates added Dec 29; 4 candidates added Jan. 5; 1 candidate withdrew from consideration and removed from the Eligibility List
Entry-Advanced Level			3	0	1 candidate non-responsive; 2 candidates not moving forward
Lateral			6	2	2 in background; 2 candidates not moving forward; 1 candidate non-responsive; 1 candidate applied for another agency
Community Service Officer	1	0	0	0	
Police Records Supervisor	1	0	2	0	
Police Records Specialist	4	0	3	0	

Hiring Process:

1. Oral Board
2. Civil Service Commission Certification
3. Chief's Interview
4. Ride-alongs (2)
5. Polygraph*
6. Background check
7. Conditional job offer*
8. Psychological exam*
9. Physical exam*
10. Offer of employment

*Police officers only