

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 12, 2023 - 4:00 PM

**Hybrid Meeting: Lake Stevens Police Department (1825 S. Lake Stevens Road)
and via [Zoom](#)**

- 1. Call to Order**
- 2. Roll Call**
- 3. Action Items**
 - A. Approve Minutes of January 5, 2023 Special Meeting
 - B. Certify Entry Level Police Officer Continuous Testing Eligibility List
 - C. Certify Lateral Police Officer Continuous Testing Eligibility List
- 4. Staffing and Recruiting Update**
 - A. Staffing and Recruiting Update
 - B. Basic Law Enforcement Academy (BLEA) Status 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
January 5, 2023
Hybrid meeting via Zoom and in-person at City Hall

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

COMMISSION MEMBERS PRESENT: Ray Mitchell, Brian McManus (4:02 p.m.) 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 December 29, 2022 Civil Service Commission Special Meeting. Motion seconded by Joshua Wilson. Motion passed unanimously by Ray and Joshua.

MOTION by Ray Mitchell to nominate Brian McManus as Civil Service Chair and Joshua Wilson as Vice Chair. Motion seconded by Joshua Wilson. Motion passed unanimously by Ray and Joshua.

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

Staffing and Recruiting Update:

Presentation of staffing and recruiting update. DC Young is expecting another Entry Level candidate and a Lateral candidate to apply soon.

New Business:

Discussion regarding the eight-to nine-month waitlist for a candidate's enrollment at the Basic Law Enforcement Academy in Burien. Skagit County and Snohomish County police leaders are developing a proposal to host an academy within their jurisdiction.

The Commission would like periodic updates from DC Young regarding the status of the proposal.

Adjourn:

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

Respectfully Submitted:

Approved By:

Julie Good
Civil Service Commission Chief Examiner/Secretary

Brian McManus
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	Caleb Butler	92.08%	1/5/2023	1/4/2024	
3	Collin Schneider	85.91%	12/29/2022	12/28/2023	Preliminary background
4	Tyler Burcham	85.81%	12/29/2022	12/28/2023	
5	Alex Bernabe	85.51%	12/29/2022	12/28/2023	Preliminary background
6	Kyle Nilsen	84.99%	1/12/2023	1/11/2024	
7	Robert Bried	84.58%	12/29/2022	12/28/2023	Preliminary background
8	Christopher Vasil	84.38%	1/5/2023	1/4/2024	
9	Neha Sahdev	83.33%	1/5/2023	1/4/2024	Preliminary background
10	Melvin Montalvo	83.02%	12/29/2022	12/28/2023	Preliminary background
11	Seth Arroyo	82.93%	1/12/2023	1/11/2024	
12	Charles Alford	80.56%	11/17/2022	11/16/2023	In background process
13	Connor Crump	80.48%	1/12/2023	1/11/2024	
14	Cameron Natterstad	77.58%	1/12/2023	1/11/2024	
15	Kevin Lanto	75.02%	12/29/2022	12/28/2023	Preliminary background
16	Tyler Hiorns	71.80%	12/29/2022	12/28/2023	
17	Derek Price	70.56%	9/1/2022	8/31/2023	
18	Diego Dos Santos	70.00%	11/17/2022	11/16/2023	

Approved by: _____

Brian McManus, Chairperson
Civil Service Commission

Date: _____

Attested by: _____

Julie Good, Civil Service Chief Examiner/Secretary
Civil Service Commission

Date: _____



**Lateral Police Officer
Continuous Testing Eligibility List**

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

Rank	Applicant	Score	Date Certified	Date Eligibility Expires	Status
1	Jesse Picard	84.72%	6/14/2022	6/13/2023	
2	Jess Brecht	83.06%	11/17/2022	11/16/2023	In background process
3	Nicolas Wood	82.65%	11/3/2022	11/2/2023	In process
4	Robert Kendrick	77.78%	7/19/2022	7/18/2023	
5	Evander Garcia	77.00%	8/25/2022	8/24/2023	
6	Chandler Dean	74.00%	1/12/2023	1/11/2024	
7	Jennifer Gallina	71.11%	9/1/2022	8/31/2023	

Approved by: _____
Brian McManus, Chair
Civil Service Commission

Date: _____

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

Date: _____

As of: Jan. 9, 2023

Position	Authorized Positions	Vacant Positions	Candidates on Eligibility List	Candidates in Process	Candidate Status
Police Officer:	34	7			
Entry Level			18	7	7 candidates in background
Entry-Advanced Level			3	0	1 candidate non-responsive; 2 candidates not moving forward
Lateral			7	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	1	3	0	

Hiring Process:

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

*Police officers only