

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.

February 9, 2023 - 4:00 PM
Hybrid Meeting at City Hall (1812 Main St.) and [via Zoom](#)

1. **Call to Order**
2. **Roll Call**
3. **Action Items**
 - A. Approve Minutes of February 2, 2023 Civil Service Commission Special Meeting
 - B. Certify Entry Level Police Officer Continuous Testing Eligibility List
 - C. Certify Entry Level-Advanced Police Officer Continuous Testing Eligibility List
 - D. Certify Police Records Specialist 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
February 2, 2023
Hybrid meeting via Zoom and in-person at City Hall

CALL TO ORDER: 4:00 p.m. by Commissioner Brian McManus

COMMISSION MEMBERS PRESENT: Joshua Wilson and Brian McManus

COMMISSION MEMBERS ABSENT: Ray Mitchell

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

Action Items:

MOTION by Brian McManus to add Item C to the Agenda: Motion to certify the Lateral Police Officer Continuous Testing Eligibility List. Motion seconded by Joshua Wilson. Motion passed unanimously by Brian and Joshua.

MOTION by Brian McManus to approve Minutes of the January 26, 2023 Civil Service Commission Special Meeting. Motion seconded by Joshua Wilson. Motion passed unanimously by Brian and Joshua.

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

MOTION by Joshua Wilson to certify the Lateral Police Officer Continuous Testing Eligibility List. Motion seconded by Brian McManus. Motion passed unanimously by Joshua and Brian.

Staffing and Recruiting Update:

DC Young advised one Lateral candidate is pending a psychological exam and is expected to start work on March 1st. A second Lateral candidate is in the background process, which is expected to finish quickly. A third Lateral has been added to the Eligibility List today. A fourth Lateral is submitting their paperwork to start the background process. There are several Entry Level candidates also in the background process. There are still numerous vacancies.

There aren't any updates on the regional academy at this time; next update expected in a few months.

Brief discussion regarding overtime availability in the budget.

Julie advised a Police Records Specialist vacancy was advertised; oral boards will be conducted next week. A Civil Service Commission Special Meeting will be needed next week to approve the Eligibility List.

New Business:

None.

Adjourn:

MOTION by Joshua Wilson to adjourn the meeting. Motion seconded by Brian McManus. Motion passed unanimously by Joshua and Brian. The meeting was adjourned at 4:08 p.m.

Respectfully Submitted:

Approved By:

Julie Good, Chief Examiner/Secretary
Civil Service Commission

Brian McManus, Chairperson
Civil Service Commission

DRAFT



**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	Karl Jones	92.66%	2/2/2023	2/1/2024	
2	Caleb Butler	92.08%	1/5/2023	1/4/2024	Hold
3	Matthew Moots	92.32%	12/29/2022	12/28/2023	Hold
4	Collin Schneider	85.91%	12/29/2022	12/28/2023	Scheduling polygraph
5	Tyler Burcham	85.81%	12/29/2022	12/28/2023	Hold
6	Emmaline Dennison	85.55%	2/2/2023	2/1/2024	
7	Alex Bernabe	85.51%	12/29/2022	12/28/2023	Scheduling command interview
8	Christopher Trueblood	85.45%	2/2/2023	2/1/2024	Hold
9	Robert Bried	84.58%	12/29/2022	12/28/2023	Polygraph complete
10	Kenji Lantow	83.75%	2/2/2023	2/1/2024	Hold
11	Neha Sahdev	83.33%	1/5/2023	1/4/2024	Scheduling polygraph
12	Melvin Montalvo	83.02%	12/29/2022	12/28/2023	Scheduling polygraph
13	Charles Alford	80.56%	11/17/2022	11/16/2023	Background check complete
14	Colby Masters	79.17%	12/29/2022	12/28/2023	Hold
15	Brian Stringer	78.86%	1/26/2023	1/25/2024	Scheduling command interview
16	Miroslav Tsanev	77.83%	2/2/2023	2/1/2024	Scheduling command interview
17	Cameron Natterstad	77.58%	1/12/2023	1/11/2024	Hold
18	Justin Bodeau	76.93%	1/19/2023	1/18/2024	Hold
19	Anna Jacobson	75.53%	1/19/2023	1/18/2024	Hold
20	Kevin Lanto	75.02%	12/29/2022	12/28/2023	Background in progress
21	Tyler Hiorns	71.80%	12/29/2022	12/28/2023	Hold
22	Derek Price	70.56%	9/1/2022	8/31/2023	Hold
23	Diego Dos Santos	70.00%	11/17/2022	11/16/2023	Scheduling command interview

Approved by: _____
 Brian McManus, Chairperson
 Civil Service Commission

Date: _____

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

Date: _____



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

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

Rank	Applicant	Score	Date Certified	Date Eligibility Expires	Status
1	Robert Blaho	90.00%	4/28/2022	4/27/2023	
2	David Gerrard	79.72%	4/28/2022	4/27/2023	
3	Charlie Murphy	76.11%	8/25/2022	8/24/2023	
4	Rafael Weiss Brandt	75.00%	2/9/2023	2/8/2024	

Approved by: _____
Brian McManus, Chairperson
Civil Service Commission

Date: _____

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

Date: _____

As of: Feb. 6, 2023

Position	Authorized Positions	Vacant Positions	Candidates on Eligibility List	Candidate Status	
Police Officer:	34	10			
Entry Level			23	New candidates: 0 Background in progress: 10 Non-responsive: 0	Conditional offer: 0 Not moving forward: 11 Applied for another agency: 0
Entry-Advanced Level			3	New candidates: 0 Background in progress: 0 Non-responsive: 1	Conditional offer: 0 Not moving forward: 2 Applied for another agency: 0
Lateral			11	New candidates: 0 Background in progress: 4 Non-responsive: 2	Conditional offer: 1 Not moving forward: 3 Applied for another agency: 1
Community Service Officer	1	0	0		
Police Records Supervisor	1	0	2		
Police Records Specialist	4	1	3	Oral boards Feb. 9, 2023	

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