

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.

March 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 March 2, 2023 Civil Service Commission Special Meeting Julie Good
 - B. Certify Entry Level Police Officer Continuous Testing Eligibility List Julie Good
4. **Staffing and Recruiting Update**
 - A. Staffing and recruiting update Jeff Young, Julie Good
5. **Old Business**
6. **New Business**
 - A. Legislative updates Jeff Young
7. **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
March 2, 2023
Hybrid meeting via Zoom and in-person at City Hall

CALL TO ORDER: 4:02 p.m. by Vice Chairperson Joshua Wilson

COMMISSION MEMBERS PRESENT: Joshua Wilson and Ray Mitchell

COMMISSION MEMBERS ABSENT: Brian McManus

STAFF PRESENT: Deputy Police Chief Jeff Young, Senior Human Resources Specialist and Chief Examiner/Secretary Julie Good

Action Items:

MOTION by Ray Mitchell to approve the Minutes of the February 23, 2023 Civil Service Commission Special Meeting. Motion seconded by Joshua Wilson. Motion passed unanimously by Ray and Joshua.

Secretary Good advised there are two new candidates on the *Entry Level Police Officer Continuous Testing Eligibility List*, #16 and #18, and a couple of candidates will drop off the list.

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

Staffing and Recruiting Update:

Deputy Chief Young advised there were three Command Interviews today which will result in a request to remove them from the Eligibility List due to lack of adequate responses, and ability to respond, regarding use of force and community policing.

Another Command Interview will take place on Monday. One candidate on Entry Advanced List is not responding to communications.

Command interviews and observations for Police Records Specialist candidates will take place on Tuesday next week.

Discussion regarding what responses Entry Police Officer candidates gave that resulted in failing Command Interview.

Old Business:

None.

New Business:

DC Young provided legislative updates.

The new Police Officer will be sworn-in on March 14, 2023 at the City Council meeting.

Adjourn:

MOTION by Ray Mitchell to adjourn the meeting. Motion seconded by Joshua Wilson. Motion passed unanimously by Ray and Joshua. The meeting was adjourned at 4:19 p.m.

Respectfully Submitted:

Approved By:

Julie Good, Chief Examiner/Secretary
Civil Service Commission

Joshua Wilson, Vice 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	Scheduling command interview
2	Jaskaran Brar	87.73%	2/17/2023	2/16/2024	Scheduling command interview
3	Collin Schneider	85.91%	12/29/2022	12/28/2023	Command interview Mar. 6
4	Emmaline Dennison	85.55%	2/2/2023	2/1/2024	Scheduling command interview
5	Christopher Trueblood	85.45%	2/2/2023	2/1/2024	Scheduling command interview
6	Michael Storrer	83.89%	3/9/2023	3/8/2024	
7	Kerriane Grant	83.57%	3/9/2023	3/8/2024	
8	Melvin Montalvo	83.02%	12/29/2022	12/28/2023	Scheduling command interview
9	Mackenzie Kinsey	82.64%	3/9/2023	3/8/2024	
10	Miroslav Tsanev	81.72%	2/2/2023	2/1/2024	Polygraph Feb. 26
11	Charles Alford	80.56%	11/17/2022	11/16/2023	Background check complete
12	Daniel White	80.42%	3/9/2023	3/8/2024	
13	Anna Jacobson	75.53%	1/19/2023	1/18/2024	Scheduling command interview
14	Kevin Lanto	75.02%	12/29/2022	12/28/2023	Conditional offer of employment
15	Seth Halstead	74.08%	3/2/2023	3/1/2024	
16	Adrienne Barnett	72.43%	2/17/2023	2/16/2024	
17	Daryl Milam	71.86%	3/2/2023	3/1/2024	
18	Tyler Hiorns	71.80%	12/29/2022	12/28/2023	Hold
19	Diego Dos Santos	70.00%	11/17/2022	11/16/2023	Background check in progress

Approved by: _____
Brian McManus, Chairperson
Civil Service Commission

Date: _____

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

Date: _____

As of: Mar. 6, 2023

Position	Authorized Positions	Vacant Positions	Candidates on Eligibility List	Candidate Status	
Police Officer:	34	7			
Entry Level			19	New candidates: 4 Background in progress: 10 Non-responsive: 0	Conditional offer: 1 Not moving forward: 1 Applied for another agency: 0
Entry-Advanced Level			2	New candidates: 0 Background in progress: 0 Non-responsive: 0	Conditional offer: 0 Not moving forward: 0 Applied for another agency: 0
Lateral			3	New candidates: 0 Background in progress: 2 Non-responsive: 0	Conditional offer: 0 Not moving forward: 0 Applied for another agency: 1
Community Service Officer	1	0	0		
Police Records Supervisor	1	0	0		
Police Records Specialist	4	1	7	New candidates: 0 Background in progress: 0 Non-responsive: 0	Conditional offer: 0 Not moving forward: 0 Applied for another agency: 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