

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 22, 2023 - 4:30 PM
Hybrid Meeting at City Hall and [via Zoom](#)

1. **Call to Order**
2. **Roll Call**
3. **Action Items**
 - A. Approve Minutes of March 9, 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
5. **Old Business**
6. **New Business**
 - A. Legislative updates
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 9, 2023
Hybrid meeting via Zoom and in-person at City Hall

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

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

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 March 2, 2023 Civil Service Commission Special Meeting. Motion seconded by Joshua Wilson. Motion passed unanimously by Ray, Joshua and Brian.

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

Staffing and Recruiting Update:

Deputy Chief Young provided an update on trends they're seeing in candidate suitability; deciding that many candidates need more time, mentoring or growth before being suitable as a police officer. Those candidates will be removed from the eligibility list in the meantime.

New lateral Police Officer will be sworn-in on March 14, 2023 at 6:00 p.m. Two more laterals are pending the last steps of the process; one Entry-Advanced candidate is also in process.

Police Records Specialist command interviews are ongoing; a selection is expected next week.

Chairperson McManus suggested recruiting civic-minded residents for vacant positions.

Old Business:

None.

New Business:

Deputy Chief Young provided legislative updates.

Adjourn:

MOTION by Joshua Wilson to adjourn the meeting. Motion seconded by Ray Mitchell. Motion passed unanimously by Joshua, Ray and Brian. The meeting was adjourned at 4:17 p.m.

Respectfully Submitted:

Julie Good, Chief Examiner/Secretary
Civil Service Commission

Approved By:

Brian McManus, Chairperson
Civil Service Commission



**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	Zane Wilson	87.86%	3/22/2023	3/21/2024	
3	Jaskaran Brar	87.73%	2/17/2023	2/16/2024	Scheduling command interview
4	Christopher Trueblood	85.45%	2/2/2023	2/1/2024	Scheduling command interview
5	Michael Storrer	83.89%	3/9/2023	3/8/2024	
6	Kerrienne Grant	83.57%	3/9/2023	3/8/2024	
7	Mackenzie Kinsey	82.64%	3/9/2023	3/8/2024	
8	Ruaridh Gilgallon	82.51%	3/22/2023	3/21/2024	
9	Miroslav Tsanev	81.72%	2/2/2023	2/1/2024	Background check in progress
10	Charles Alford	80.56%	11/17/2022	11/16/2023	Background check complete
11	Daniel White	80.42%	3/9/2023	3/8/2024	
12	Seth Halstead	74.08%	3/2/2023	3/1/2024	
13	Adrienne Barnett	72.43%	2/17/2023	2/16/2024	
14	Daryl Milam	71.86%	3/2/2023	3/1/2024	
15	Tyler Hiorns	71.80%	12/29/2022	12/28/2023	Hold
16	Mitan Khello	70.56%	3/22/2023	3/21/2024	

Approved by: _____
Brian McManus, Chairperson
Civil Service Commission

Date: _____

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

Date: _____

As of: Mar. 21, 2023

Position	Authorized Positions	Vacant Positions	Candidates on Eligibility List	Candidate Status	
Police Officer:	34	7			
Entry Level			16	New candidates: 3 Background in progress: 1 Non-responsive: 0	Conditional offer: 0 Not moving forward: 1 Applied for another agency: 1
Entry-Advanced Level			1	New candidates: 0 Background in progress: 0 Non-responsive: 0	Conditional offer: 0 Not moving forward: 0 Applied for another agency: 0
Lateral			2	New candidates: 0 Background in progress: 2 Non-responsive: 0	Conditional offer: 0 Not moving forward: 0 Applied for another agency: 0
Community Service Officer	1	0	0		
Police Records Supervisor	1	0	0		
Police Records Specialist	4	1	5	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



**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	Trysten Michael Buckley	74.75%	2/23/2023	2/22/2024	

Approved by: _____ Date: _____
Brian McManus, Chairperson
Civil Service Commission

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



**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	Crystal Kolomyza	85.50%	2/2/2023	2/1/2024	Background check in progress
2	Josephine Stoker	74.50%	1/19/2023	1/18/2024	Background check in progress

Approved by: _____ Date: _____
Brian McManus, Chair
Civil Service Commission

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