



CITY OF LAKE FOREST PARK CIVIL SERVICE COMMISSION SPECIAL MEETING

Friday, April 19, 2024 at 7:00 AM

Meeting Location: Virtual / Zoom

INSTRUCTIONS FOR PARTICIPATING IN THIS MEETING VIRTUALLY:

Join Zoom Webinar: <https://us06web.zoom.us/j/86311229257>
Call into Webinar: 253-215-8782 | Meeting ID: 863 1122 9257

AGENDA

1. **CALL TO ORDER: 7:00 A.M.**
2. **APPROVE MINUTES**
 - A. April 8, 2024 Civil Service Commission Minutes
3. **REPORTS AND COMMUNICATIONS**
4. **OLD BUSINESS**
 - A. Entry Level Civil Service List - Removal of Names
5. **NEW BUSINESS**
 - A. Certify Entry Level Police Officer Eligibility List
6. **ANNOUNCEMENTS / SCHEDULE OF EVENTS**
7. **ADJOURN**

Any person requiring a disability accommodation should contact city hall at 206-368-5440 by 12:00 p.m. one business day before the meeting for more information.



**City of Lake Forest Park
CIVIL SERVICE COMMISSION
April 8, 2024
MINUTES**

Commission members present: Chair John Olson (joined at 9:39am), Vice Chair Kim Anderson, Cmr. Silja Sodal

Staff present: Secretary/Chief Examiner Shannon Moore, Lt. Diego Zanella

Vice Chair Anderson called meeting to order at approximately 9:34 a.m. The meeting took place via Zoom and in-person.

Reports and Communications

A. Introductions

Cmr. Anderson introduced himself and welcomed newly appointed Cmr. Sodal. Cmr. Sodal introduced herself and her excitement to participate on the Commission. Cmr. Olson was absent during this time.

B. Selection of Chair/Vice Chair

Initially, Cmr. Olson was absent so Cmr. Anderson made a motion to move this agenda item to the next meeting. Cmr. Sodal seconded the motion. The motion passed unanimously.

At the end of the meeting when Cmr. Olson was in attendance, the group returned to this agenda item to nominate and vote on a Chair and Vice Chair. Cmr. Anderson nominated Cmr. Olson to the position of Chair. Cmr. Sodal seconded the motion. The motion carried unanimously. Cmr. Sodal nominated Cmr. Anderson to the position of Vice Chair. Chair Olson seconded the motion. The motion passed unanimously.

Approve Minutes

Cmr. Anderson made a motion to approve the minutes from the January 26, 2024, meeting. Cmr. Sodal seconded the motion. The motion passed unanimously.

Old Business

A. Entry and Lateral Level Civil Service List - Removal of Names

Police Chief Harden requested that the Civil Service Commission remove five individuals from the current Entry and Lateral Level Eligibility Lists. Cmr. Anderson made a motion to approve the removal of the individuals from the Entry

and Lateral Level Eligibility Lists as presented by Chief Harden. Cmr. Sodal seconded the motion. The motion passed unanimously.

New Business

A. Certify Entry Level Police Office Eligibility List

Secretary Moore stated that the Police Department has two vacant FTEs to fill, which is from the +3 Limited Term FTE approved by City Council last year.

Cmr. Olson made a motion to approve the Eligibility List for Entry Level Police Officer as presented. Cmr. Sodal seconded the motion. Motion carried unanimously.

Entry Level Police Officer

Certified: April 8, 2024

Ranking	Name	Expires
1.	Jaeden Bond	April 8, 2025
2.	Michael Ritz	April 8, 2025

Announcements/Schedule of Events

Secretary Moore shared that oral board interviews for entry level candidates have been scheduled on a quarterly basis for 2024. Should the department receive eligible lateral or exceptional candidates, additional interviews may be added to the schedule.

Secretary Moore stated that the Commission may want to consider reviewing the current municipal/civil service codes this year to ensure they are up to date. Vice Chair Anderson requested Secretary Moore share the link to the civil service rules with the commission.

Adjournment

Chair Olson made a motion to adjourn the meeting. Vice Chair Anderson seconded the motion. Motion carried unanimously and the meeting adjourned at approximately 9:48 a.m.

SUBMITTED:

APPROVED:

Shannon Moore, Secretary/Chief Examiner

Chair John Olson

Administration

Chief of Police
Michael L. Harden

17425 Ballinger Way NE
Lake Forest Park, WA 98155-5556
Telephone: 206-364-8216
Fax: 206-361-8156
E-mail: police@cityofflp.gov



Patrol Operations Division Commander
Lt. Rhonda Lehman
Support Services Division Commander
Lt. Diego Zanella

NEMCO Emergency Manager
Kevin Lowery

POLICE DEPARTMENT

April 16, 2024

Lake Forest Park Civil Service Commission
17425 Ballinger Way NE
Lake Forest Park, WA 98155

Commission,

The following individuals should be removed from the Lake Forest Park Police Department's April 8th, 2024, Entry Level Police Officer Eligibility List:

Entry Level:

- Jaeden Bond (did not pass background check process)

Sincerely,

Mike Harden

Mike Harden
Chief of Police
Lake Forest Park Police Department
206-957-2851
mharden@cityofflp.gov

Police Officer Candidate Eligibility List



Entry Level Police Officer

Certified: April 19, 2024

<u>Ranking</u>	<u>Name</u>	<u>Expires</u>
1.	Michael Ritz	April 8, 2025
2.	Nathaniel Abbott	April 19, 2025

LATERAL Police Officer

Certified: April 08, 2024

<u>Ranking</u>	<u>Name</u>	<u>Expires</u>
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Proposed