

**Civil Service Commission
Thursday, August 08, 2019**

Minutes

CALL TO ORDER

Chair Jones called the meeting to order at 10:04 am.

PRESENT

Commissioner Ken Jones
Commissioner Leslie Lamb

HOUSEKEEPING

Agenda for the August 8, 2019 Tenino Civil Service Commission.

Recommended Action: Move to approve the August 8, 2019 Civil Service Meeting Agenda as presented.

Minutes of the July 11, 2019 meeting of the Tenino Civil Service Commission

Recommended Action: Move to approve the minutes of the July 11, 2019 Civil Service Commission as written.

Chair Jones requested "New Business" be placed as the first item of business after housekeeping due to his need to depart as quickly as possible, with the understanding that Acting Secretary Millard would discuss the proposed Civil Service Rules with Commissioner Lamb ex parte and the full Commission would take the matter up again during the September Meeting.

Motion to modify the Agenda, as described above, made by Commissioner Lamb, Seconded by Commissioner Jones.

Voting Yea: Commissioner Jones, Commissioner Lamb

Motion passes.

PUBLIC COMMENT

No members of the Public were present.

UNFINISHED BUSINESS

Acting Secretary Millard has provided a set of proposed Civil Service Rules for the Commission's review.

Acting Secretary Millard discussed with Commissioner Lamb the fact that Ordinance 730, Tenino Civil Service Commission Rules, adopted in 2007, was not correctly codified.

Ordinance 730, as published, established Chapter 2.68, Civil Service Commission, and included sections 2.68.010 through 2.68.140. However, only sections 2.68.010 through 2.68.030 were codified in 2007. It is not known why sections 2.68.040 through 2.68.140 were omitted.

August 08, 2019

Further research discovered a set of "Tenino Civil Service Rules" "adopted" on April 14, 2009. These rules are patterned after the "Model" Civil Service Rules published by attorney Steve DeJulio of Foster Pepper, PLLC.

Acting Secretary Millard proposes to review both sets of documents with a view toward reconciling any differences between the full provisions of Ordinance 730 and the 2009 document and then adopting the reconciled document as the Commission's rules. Commissioner Lamb agreed with this course of action and the proposed rules will be brought forward to the September Meeting.

NEW BUSINESS

With the departure of Officer Klumper, TPD is down to two Officers and the Chief. Officer White recently submitted his resignation, to be effective August 16, 2019, bringing TPD down to one Officer and the Chief.

The City began advertising for Lateral Entry Officers after Officer Klumper's departure and we have received one application: Mr. Robert D. Thornburg, a graduate of the Colorado POST Academy and a graduate of the Washington State Equivalency Academy in Burien.

Chair Jones wishes the Commission to review Mr. Thornburg's application.

Commissioners Jones and Lamb reviewed the application submitted by Mr. Thornburg and both agree that Mr. Thornburg meets the requirements for a lateral-entry position.

Motion to certify Mr. Thornburg's application made by Commissioner Jones, Seconded by Commissioner Lamb.

Voting Yea: Commissioner Jones, Commissioner Lamb

Motion passes.

ADJOURN

Chair Jones adjourned the meeting at 10:27 a.m.

Commissioner Lamb and Acting Secretary Millard remained to discuss Civil Service Rules as outlined, above.

Ken Jones, Chair

August 08, 2019