



CITY OF  
**TUMWATER**

**CIVIL SERVICE COMMISSION  
MEETING AGENDA**

**Online via Zoom and In Person at  
Tumwater City Hall, Sunset Room, 555  
Israel Rd. SW, Tumwater, WA 98501**

**Thursday, September 11, 2025  
5:30 PM**

1. Call to Order
2. Roll Call
3. Changes to Agenda
4. Approval of Minutes
  - a. Approval of Civil Service Commission Meeting Minutes, August 14, 2025
5. Status of Eligibility List Update
6. Approval of Entry Level Police Eligibility List
7. Fire Department Transition From Continuous Processes
8. Approval of Police Deputy Chief Eligibility List
9. Approval of Police Services Specialist I Eligibility List
10. Updates
11. Next Meeting Date - 10/09/2025
12. Adjourn

**Meeting Information**

All commission members will be attending remotely. The public are welcome to attend in person, by telephone or online via Zoom.

**Watch Online**

<https://us02web.zoom.us/j/84502023796?pwd=OVDik6lnJJHmvgMRgSPYUhwBeuayeA.1>

**Listen by Telephone**

Call (253) 215-8782, listen for the prompts and enter the Webinar ID 845 0202 3796 and Passcode 572444.

**Public Comment**

The public may submit comments by sending an email to [calmon@ci.tumwater.wa.us](mailto:calmon@ci.tumwater.wa.us), no later than 4:00 p.m. the day of the meeting. Comments are submitted directly to the Commission members and will not be read individually into the record of the meeting.

**Post Meeting**

Video of this meeting will be recorded and posted on our City Meeting page: <https://tumwater->

[wa.municodemeetings.com](http://wa.municodemeetings.com).

**Accommodations**

The City of Tumwater takes pride in ensuring that people with disabilities are able to take part in, and benefit from, the range of public programs, services, and activities offered by the City. To request an accommodation or alternate format of communication, please contact the City's ADA Coordinator directly, call (360) 754-4129 or email [ADACoordinator@ci.tumwater.wa.us](mailto:ADACoordinator@ci.tumwater.wa.us). For vision or hearing impaired services, please contact the Washington State Relay Services at 7-1-1 or 1-(800)-833-6384.

# MEETING MINUTES

TUMWATER CIVIL SERVICE COMMISSION  
August 14, 2025



**CONVENE:** 5:35 p.m.

**PRESENT:** Commissioner Wendy Moudy and Pat Schneider

Excused: Chair Blake Chard

Staff: Secretary/Chief Examiner Michelle Sutherland, Police Chief Jay Mason, Fire Chief Brian Hurley, Deputy Fire Chief Shawn Crimmins

**APPROVAL OF MINUTES:** **Commissioner Schneider moved, seconded by Commissioner Moudy, to approve the minutes of July 10, 2025, as presented. A voice vote approved the motion.**

**STATUS OF ELIGIBILITY LISTS:** Chief Examiner Sutherland reviewed the status of the eligibility lists. Active continuous lists for police and fire remain effective. There were no other changes to the lists.

**APPROVAL OF ENTRY LEVEL POLICE ELIGIBILITY LIST:** Chief Examiner Sutherland requested to approve the Entry Level Police Eligibility List.

**MOTION:** **Commissioner Moudy moved, seconded by Commissioner Schneider to approve the Entry Level Police Officer Eligibility List as presented. Motion carried unanimously.**

**UPDATES:** Updates on their respective departments were given by Police Chief Mason and Fire Chief Hurley.

**NEXT MEETING DATE:** The next meeting is scheduled on Thursday, September 11, 2025.

**ADJOURNMENT:**

**With there being no further business, Commissioner Schneider adjourned the meeting at 5:46 p.m.**

Prepared by Michelle Sutherland, Secretary Examiner.



### STATUS OF CIVIL SERVICE ELIGIBILITY LISTS – September 2025

Name of List (Fire)	Date Established	Date Renewed	Date of Expiration
Administrative Assistant	No List		
Deputy Fire Chief	No List		
Battalion Chief	February 2024	February 2025	February 2026
Fire Capt. Promotional	No List		
Fire Lt. Promotional	February 2025		February 2026
Captain-MSO Promotional	No List		
Firefighter/ Paramedic	Active Continuous		Active Continuous
Firefighter (Entry)	March 2025		March 2026
Lateral Paramedic Firefighter	Active Continuous		Active Continuous
MSO Battalion Chief	February 2024	February 2025	February 2026
Paramedic Lieutenant	February 2025		February 2026
Fire Training Lt.	March 2025		March 2026
Lateral Firefighter	Active Continuous		Active Continuous
Voluntary Transfer	No List		
FF / Paramedic to FF	No List		
Fire Department Assistant II	No List		
Fire Prevention Officer	July 2025		July 2026
Name of List (Police)	Date Established	Date Renewed	Date of Expiration
Police Commander	No List		
Police Lt. Promotional	No List		
Police Sgt. Promotional	June 2025		June 2026
Police Management Analyst	No List		
Police Officer (Entry)	Active Continuous		Active Continuous
Police Officer (Lateral)	Active Continuous		Active Continuous
Police Officer (Certified)	Active Continuous		Active Continuous
Police Admin. Manager	No List		
Police Records Clerk	No List		
Department Assist. II	No List		
Police Svc Specialist I	No List		
Police Svc Specialist II	No List		
Police Records Supervisor	July 2025		July 2026

Tumwater City Hall  
555 Israel Road SW  
Tumwater WA 98501

[www.ci.tumwater.wa.us](http://www.ci.tumwater.wa.us)



*CIVIL SERVICE COMMISSION*  
**POLICE OFFICER – ENTRY LEVEL**

Examination Date: Continuous  
Approval Date: September 2025  
Expiration Date: Continuous

<b>RANK</b>	<b>NAME</b>	<b>EXAM SCORE</b>	<b>APPROVAL DATE</b>	<b>EXPIRATION DATE</b>
1	Nicholas Borgens	98.38	July 2025	July 2026
2	Joel Martinez	93.13	September 2025	September 2026
3	Blake Phair	92.26	August 2025	August 2026
4	Lukas Lovett	90.29	August 2025	August 2026
5	Caitlin Palecki	89.41	September 2025	September 2026
6	Samuel Luker	87.23	September 2025	September 2026
7	Dylan Paganini	86.27	September 2025	September 2026
8	Remington Cochran	86.65	December 2024	December 2025
9	Manuel Salcido	85.83	April 2025	April 2026
10	Cole Williams	81.04	August 2025	August 2026
11	Cheick Toure	80.60	April 2025	April 2026
12	Ella Cruz	79.68	June 2025	June 2026
13	Edward Owen	79.11	October 2024	October 2025
14	Evander Canton	79.10	June 2025	June 2026
15	Jonathan Rivera	79.06	February 2025	February 2026
16	Jacob Miller	78.90	May 2025	May 2026
17	Marques Reese	78.25	August 2025	August 2026
18	Ciara Egan	76.65	September 2025	September 2026
19	Colin Gilbert	78.04	January 2025	January 2026
20	Joshua Stolz	77.37	February 2025	February 2026
21	Chandler McCoy	76.04	July 2025	July 2026
22	Tracy Wilridge	75.68	April 2025	April 2026
23	Garrett Gee	75.60	February 2025	February 2026
24	Robert Docherty	75.25	October 2024	October 2025
25	Samuel Ruvalcaba	73.66	February 2025	February 2026
26	Bobbi-Jo Smith	73.50	February 2025	February 2026

APPROVED:

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
DATE

**Added to the list:**

- Joel Martinez
- Caitlin Palecki
- Samuel Luker
- Dylan Paganini
- Ciara Egan

**Removed from List:**

- Michael Boyd: FCI
- Jayden Sotebeer: FCI
- William O'Conner: FCI



## **Civil Service Commision: September 11, 2025**

### **Discussion Item:**

- Transition from Continuous Application Process for Firefighter and Paramedic Classifications

### **Background:**

- After discussions with Chief Hurley, it has been determined that the City of Tumwater will discontinue the continuous application process for the following classifications:
  - Lateral Firefighter
  - Lateral Paramedic
  - Entry-Level Paramedic
- Over the past year, numerous candidates have applied under the continuous process. However, due to various factors, including lack of current openings, many have not been interviewed. Some applications date back to 2024.
- Management has reviewed all current applications and will proceed with interviews for candidates who are still available. Following these interviews, eligibility lists will be established for each classification. These lists will remain valid for one year

### **Transition Plan:**

- Maintain eligibility list that this process creates until candidates expire or the list is otherwise exhausted
- Move to a once yearly recruitment for these positions so that we have an established list to hire from if needed
- Re-evaluate in the future based on changes in hiring needs





*CIVIL SERVICE COMMISSION*  
**DEPUTY POLICE CHIEF**

Examination Date: Continuous  
 Approval Date: September 2025  
 Expiration Date: Continuous

RANK	NAME	EXAM SCORE	APPROVAL DATE	EXPIRATION DATE
1	Carlos Quiles	94.50	September 2025	
2	Justin Click	82.84	September 2025	
3	Nathan Birkliid	72.14	September 2025	

APPROVED:

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 CHAIR

\_\_\_\_\_  
 DATE

**Added to the list:**

- Carlos Quiles
- Justin Click
- Nathan Birkliid

**Removed from List:**



*CIVIL SERVICE COMMISSION*  
**POLICE SERVICES SPECIALIST I**

Examination Date: September 2025  
Approval Date: September 2025  
Expiration Date: September 2026

RANK	NAME	EXAM SCORE	APPROVAL DATE	EXPIRATION DATE
1	LeAnne Rangel	90.10	September 2025	September 2026
2	Joshua Brown	89.85	September 2025	September 2026
3	Mackenzie Chase	85.66	September 2025	September 2026
4	Timothy Beirman	84.76	September 2025	September 2026
5	Heidi Elmobdy	78.54	September 2025	September 2026
6	Erin McMichael	75.14	September 2025	September 2026

APPROVED:

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
DATE

**Added to the list:**

- LeAnne Rangel
- Joshua Brown
- Mackenzie Chase
- Timothy Beirman
- Heidi Elmobdy
- Erin McMichael

**Removed from List:**