

**Civil Service Commission
Spokane Valley Fire Department
2120 N. Wilbur
Spokane, WA 99206
CIVIL SERVICE MEETING MINUTES**

February 15, 2017

5:30p.m.

Commissioner Wilhite called the meeting to order at 5:30pm.

Present

Commissioners John Sisser, Dave Bouge and Diane Wilhite; Examiner Callahan; HR Director Biladeau representing Administration; Fire Commissioner Ron Schmidt; and Chief Collins.

Pledge of Allegiance

Commissioner Bouge led those in attendance in the Pledge of Allegiance.

Approval of the Agenda

item #1 Under New Business (Information Systems Administrator Eligibility List) was added to the agenda. Commissioner Bouge made a motion to approve the agenda as amended; seconded by Commissioner Sisser. Motion carried.

Approval of the Minutes

Commissioner Sisser made a motion to approve the minutes from the January 10, 2017; seconded by Commissioner Bouge. Motion carried.

Expenses

Commissioner Bouge made a motion to approve the expenses as presented; seconded by Commissioner Sisser. Motion carried.

Old Business

1. JPC Update – The next meeting is scheduled for March 6, 2017. Items on the agenda will include Engineer Testing and Data Analyst posting.
2. Rule Updates – Proposed rule changes will be presented at the April meeting.

New Business

1. Information Systems Administrator Eligibility List – Examiner Callahan presented the eligibility list for the Information Systems Administrator position. The job was posted on November 9, 2016; closed on January 20, 2017. Interviews were held on February 10, 2017. Of the eight candidates interviewed, only four received a high enough score to be placed on the list. Commissioner Sisser made a motion to approve the list; seconded by Commissioner Bouge. Motion carried.

Public Comment *Maximum of three minutes; please state your name and address for the record.*

Adjournment

There being no further business to come before the Commission the meeting was adjourned at 5:36pm.

The next regularly scheduled meeting will be March 14, 2017 at 5:30pm.

Diane Wilhite

Diane Wilhite, Chairman

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