

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

December 7, 2017

5:00pm

Commissioner Wilhite called the meeting to order at 5:15pm.

Present

Commissioners John Sisser, Dave Bouge and Diana Wilhite; Examiner Peggy Callahan; HR Director Valerie Biladeau representing Administration; Fire Commissioner Bill Anderson; DC Shawn Arold and Chief Bryan Collins.

Pledge of Allegiance

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

Approval of the Agenda

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

Approval of the Minutes

Commissioner Bouge made a motion to approve the minutes as presented from the November 14, 2017 meeting; seconded by Commissioner Sisser. Motion carried.

Expenses

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

Old Business

1. JPC Update –JPC met November 17th with Ron Hiraki to discuss captain and battalion chief testing. Next meeting is scheduled for December 15, 2017 with Ron Hiraki to discuss captain and battalion chief testing which will take place in April/May 2018.
2. Rule Updates – Commissioners received complete rule set in draft and clean format at last meeting. They reviewed the proposed changes. Discussion followed. Commissioner Sisser made a motion to approve the rules changes as presented; seconded by Commissioner Bouge. Motion carried.
3. Mechanic Posting Update – Examiner Callahan reported that five (5) applications were received for the Mechanic position. Of those five, only two (2) met the minimum qualifications for the position. Interviews will be held on December 14, 2017 for those two candidates.

New Business

1. Engineer Eligibility List – Examiner Callahan presented the Eligibility List for Engineers. Ten candidates applied for the position; two withdrew their application prior to the written test. Eight candidates took the written test on October 20th, 3 candidates passed the test. Those three candidates participated in the practical exam that was held on December 1st. Only two of the candidates passed the practical exam. Commissioner Sisser made a motion to approve the Engineer Eligibility List as presented; seconded by Commissioner Wilhite. 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 5:41pm.

The next regularly scheduled meeting will be January 16th, 2018 at 5:30pm.



Diana Wilhite, Chairman
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