



## City of SeaTac Civil Service Commission Minutes of Meeting held on Monday, February 14, 2011

---

4800 South 188<sup>th</sup> Street  
SeaTac, WA 98188-8605

City Hall: 206.973.4800  
Fax: 206.973.4809  
TDD: 206.973.4808

### 1. Call to Order

The regularly scheduled meeting of the SeaTac Civil Service Commission for Fire Department Employees was called to order at 3:30 p.m. on Monday, February 14, 2011. The meeting was held at SeaTac City Hall in conference room 128, located at 4800 South 188<sup>th</sup> Street, SeaTac, WA 98188.

**COMMISSIONERS PRESENT:** Commissioners Donna Thomas, Richard Jordan and Erin Sitterley

**STAFF PRESENT:** Fire Chief Jim Schneider, Assistant Fire Chief Brian Wiwel, Julie Yoon, Firefighter Kevin Rojecki, Firefighter Mike Hawkins, Firefighter Brandon Phillips, Stephanie Johnson, Alyne Hansen

### 2. Public Comment

None.

### 3. Regular Business

#### a) APPROVAL OF MINUTES

**Motion:** Commissioner Jordan made a motion to approve the Minutes of the Civil Service Commission's January 10, 2011 meeting. Commissioner Sitterley seconded the motion. Motion passed.

#### b) BATTALION CHIEF PROMOTIONAL EXAMINATION

Chief Schneider discussed the Regional Fire Authority (RFA) concerning SeaTac and Kent's fire departments, and its affect on the Battalion Chief promotional examination. Kent's fire department examination process has a behavioral interview component, and SeaTac would benefit from this process.

Assistant Chief Wiwel asked the Commission to consider:

- i. Postponing examination until Fall 2011
- ii. Extending current promotional eligibility list through November 30, 2011
- iii. Returning Brannigan's Building Construction textbooks
- iv. Requesting \$1000-2000 for Terry Kerwood

Chief Schneider reported the budget for the requested process was adequate, so there was no current need to ask the Commission for more funding. Therefore, item #iv was not necessary at this time.

**Mayor**  
Terry Anderson

**Deputy Mayor**  
Gene Fisher

**Councilmembers**  
Rick Forschler  
Tony Anderson  
Ralph Shape  
Pam Fernald  
Mia Gregerson

**Interim City Manager**  
Todd Cutts

**City Attorney**  
Mary Mirante Bartolo

**City Clerk**  
Kristina Gregg

Ms. Johnson reported Ron Hiraki has been notified about the possible delay, and he is still available for the other 2 components of the examination.

**Motion:** Commissioner Jordan made a motion to delay the examination until Fall 2011, and extend the current promotional eligibility list through November 30, 2011. Commissioner Sitterley seconded the motion. Motion passed.

**Motion:** Commissioner Sitterley made a motion to return the Brannigan's Building Construction textbooks. Commissioner Thomas seconded the motion. Motion passed.

**c) CIVIL SERVICE COMMISSIONER VACANCY**

Ms. Johnson reported the vacancy has been posted in the Highline Times.

**d) OTHER ITEMS FROM COMMISSION MEMBERS**

Ms. Johnson reported Bates Technical College is accepting applications for the 2011 firefighter testing.

**4. Next Meeting**

The next regularly scheduled meeting will be held on Monday, March 14, 2011 at 3:30 p.m. at SeaTac City Hall, Conference Room 128.

**5. Adjournment**

The Meeting adjourned at 3:56 p.m. These minutes are excerpts of the Civil Service Commission Meeting. No audio recording of the meeting was made.

Prepared by:

---

Alyne R. Hansen  
Assistant Chief Examiner for the Civil Service Commission

*APPROVED on \_\_\_\_\_, 2011*