



City of SeaTac Civil Service Commission Minutes of Meeting held on Monday, May 9, 2011

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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

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, May 9, 2011. The meeting was held at SeaTac City Hall in conference room 128, located at 4800 South 188th Street, SeaTac, WA 98188.

COMMISSIONERS PRESENT: Commissioners Donna Thomas and Erin Sitterley.

COMMISSIONERS ABSENT: Commissioner Dick Jordan

STAFF PRESENT: Assistant Fire Chief Brian Wiwel, Julia Yoon, Firefighter Kevin Rojecki, Fire Captain Brian Carson, Stephanie Johnson

2. Public Comment

None.

3. Regular Business

a) **APPROVAL OF MINUTES**

Motion: Commissioner Sitterley made a motion to approve the Minutes of the Civil Service Commission's February 14, 2011 meeting. Commissioner Thomas seconded the motion. Motion passed.

b) **BATTALION CHIEF PROMOTIONAL EXAMINATION UPDATE**

Based on the Commissions desire to pursue implementing a behavioral portion into the examination, Chief Wiwel informed the commission that meetings with consultant Terry Kerwood are scheduled for May, June and July. He also informed the commission that meetings with consultant Ron Hiraki for the assessment center portion of the exam would be scheduled for late Summer/early Fall. Chief Wiwel has tentatively reserved October 31 – November 2, 2011 for the examination.

Ms. Johnson informed the commission that the posting for the Battalion Chief examination would need to be approved at the next regularly scheduled meeting in June in order to complete the examination in the 2010 calendar year before the expiration of the current eligibility list (November 30, 2011). She reminded the commissioners of the motions made at the last meeting for the examination and their intent:

- A motion to delay the examination until Fall 2011, and extend the current promotional eligibility list through November 30, 2011.
- A motion to return the Brannigan's Building Construction textbooks.

The intent of the motions were to pursue implementing a behavioral portion into the examination. By returning the new text books purchased, the cost would offset the consultant fees of Terry Kerwood without having to request additional budget dollars from Council. Further intent was to mirror the process the Kent Fire Department uses in anticipation of a possible Regional Fire Authority (RFA) so Chiefs would not be at a disadvantage for promotion in the future if SeaTac joins the Kent RFA.

Ms. Johnson asked for clear direction from the commission on their desire to eliminate a written examination as used in the past for SeaTac. Discussion took place about the objectivity vs. subjectivity of removing the written component and what the civil service rules allow for. The commission requested more information on how other jurisdictions are weighting examination components without the objectivity of a written.

Motion: Commissioner Thomas made a motion to survey Zone 3 jurisdictions for their test components, weighted measurements and protesting procedures, to bring this agenda item back to the table at the next regularly scheduled meeting with more information to make a decision from. Commissioner Sitterley seconded the motion. Motion passed.

c) CIVIL SERVICE COMMISSIONER VACANCY

Ms. Johnson reported that no further applications have been received, but the City Manager with help from the City Clerk's office will continue to advertise the vacancy.

d) OTHER ITEMS FROM COMMISSION MEMBERS

None.

4. Next Meeting

The next regularly scheduled meeting will be held on Monday, June 13, 2011 at 3:30 p.m. at SeaTac City Hall, Conference Room 128.

5. Adjournment

The Meeting adjourned at 4:28 p.m. These minutes are excerpts of the Civil Service Commission Meeting. No audio recording of the meeting was made.

Prepared by:
Stephanie Johnson
Chief Examiner for the Civil Service Commission
APPROVED on June 13, 2011