



## City of SeaTac Civil Service Commission Minutes of Meeting held on Monday, December 3, 2012

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

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**Mayor**  
*Tony Anderson*

**Deputy Mayor**  
*Mia Gregerson*

**Councilmembers**  
*Barry Ladenburg*  
*Rick Forschler*  
*Terry Anderson*  
*Dave Bush*  
*Pam Fernald*

**City Manager**  
*Todd Cutts*

**Assistant City Manager**  
*Gwen Voelpel*

**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, December 3, 2012. 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 Sue Drebert, Erin Sitterley

**STAFF PRESENT:** Assistant City Attorney Julia Yoon, Stephanie Johnson

### 2. Public Comment

None.

### 3. Regular Business

#### a) **APPROVAL OF MINUTES**

##### **i. Approval of Minutes of Regular Meeting on November 13, 2012**

**Motion:** Commissioner Sitterley made a motion to approve the Minutes of the Civil Service Commission's November 13, 2012 meeting. Commissioner Drebert seconded the motion. Motion passed.

#### b) **2013 Battalion Chief Examination**

The Commission reviewed a final draft of the 2013 Battalion Chief promotional job announcement. Testing has been scheduled for the week of May 13-17, 2013. The announcement is scheduled to be posted in January.

**Motion:** Commissioner Drebert made a motion to approve the 2013 Battalion Chief examination posting and test content. Commissioner Sitterley seconded the motion. Motion passed.

#### c) **Other Items from the Commission members.**

Ms. Drebert delivered the commission's annual report to the City Council on Monday, November 26, 2012. This report included accomplishments for 2012 and goals for 2013.

Ms. Johnson will attend the Bates Technical College consortium meeting on December 6.

### 4. Next Meeting

The next regularly scheduled meeting will be held on Monday, January 14, 2013 at 3:30 p.m. at SeaTac City Hall, Conference Room 128.

**5. Adjournment**

The Meeting adjourned at 3:41 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 January 14, 2013***