



POLICE DEPARTMENT

MEETING OF THE GIG HARBOR CIVIL SERVICE COMMISSION

GoToMeeting

DRAFT MINUTES – March 12, 2021

CALL TO ORDER: – 8:05am Chair, Charles Perry

PRESENT: Charles Perry, Chair; Denny Richards, Vice Chair; Tom Brown, Chief Kelly Busey, Kameil Borders, HR Director/Civil Service Secretary; Erin Neff, HR Analyst; Melissa Herzog, HR Assistant.

APPROVAL OF MINUTES:

- Motion to approve September 11, 2020 Minutes (Brown/Richards)
- Motion to approve February 22, 2021 Minutes (Brown/Richards)

NEW BUSINESS:

- 1. Amendment to Civil Service Rules – Minimum Passing Score for Entry and Lateral Candidates**
 - a. Chief Busey discussed the updates to the minimum passing score to update to reflect that candidates score 70% or higher on the testing to move forward with the process.
 - b. Entire commission reviewed section **8.15 Passing Grades** and updated portions to reflect the percentage change and update verbiage.
 - c. Kameil Borders reviewed [RCW code 41.04.007](#) to verify that the percentage score is reflected prior to veterans' points being allowed.
 - d. Chief Busey will send edited version to Melissa in order to update Civil Service Rules and update cover sheet.
 - e. Motion to approve Richards/Brown
- 2. Update on Current Recruitment/Hiring Process**
 - a. Chief Busey discussed the recruitment status for the current roster. Both candidates are currently going through the background process.
 - b. Chief discussed that we have received more applicants for possible future PAT/Oral Boards, mentioned will see how the current two applicants proceed prior to setting up the process with the newest applicants.

OTHER BUSINESS:

- 1. Next meeting:**
 - a. Tentatively scheduled for 04/09/2021

ADJOURNMENT: 3:25pm Richards/Brown

Respectfully Submitted,

Melissa Herzog, HR Assistant

APPROVED:

Chair, Charles R. Perry