



MEETING OF THE GIG HARBOR CIVIL SERVICE COMMISSION

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MINUTES – August 23, 2021

CALL TO ORDER: 3:05 PM Chair, Charles Perry

PRESENT: Charles Perry, Chair; Denny Richards, Vice Chair; Tom Brown, Chief Kelly Busey, Kameil Borders, HR Director/Civil Service Secretary & Chief Examiner; Diane Bertram, HR Assistant.

APPROVAL OF MINUTES:

- **Motion to approve August 23, 2021 Minutes** (Richards/Brown)

NEW BUSINESS:

1. Certification of Sergeant Promotional Eligibility Roster

- a. Chief Busey advised a list has been created and is good for one year with a possible one-year extension. There are currently no vacancies at this time.
- b. The Sergeant Assessment was based on the following components:
 - I. One day of oral interviews.
 - II. One day of written examination consisting of multiple-choice questions and two essay questions scored by an outside Police Chief.
 - III. Peer Review.
 - IV. The results are scored by three Sergeants from outside agencies. The list is then submitted to Chief Busey with the name appearing in alphabetical order.
- c. Based on the Sergeant Assessment testing process described by Chief Busey a motion was made by (Richards/Brown) to certify the list. The motion was unanimously passed.

2. Exceptional Lateral Candidates – Discussion

- a. Chief Busey advised the current Recruitment/Hiring process of finding good quality officers is difficult.
- b. He explained to qualify for lateral status candidates must have served twelve months as a commissioned officer within the past year. He recommended this be amended to six months under the exceptional lateral description.
- c. Kameil Borders advised it would be necessary to get this vetted by the Union due to possible negotiation of working conditions.
- d. Charles Perry asked Chief Busey to draft a proposal to be presented at the next meeting of the Civil Service Commission.

OTHER BUSINESS:

1. Next Meeting:

- a. Tentatively scheduled for September 10, 2021

ADJOURNMENT: 3:07 PM (Richards/Brown)

Respectfully Submitted,
Kameil Borders
HR Director/Civil Service Secretary & Chief Examiner