



## **AGENDA FOR GIG HARBOR CIVIL SERVICE COMMISSION**

**Thursday, August 11, 2022 at 3:00 p.m.**

### **CALL TO ORDER/ROLL CALL:**

### **APPROVAL OF MINUTES:**

1. June 29, 2022 – SPECIAL MEETING Civil Service Commission

### **NEW BUSINESS:**

1. Extension of sergeants promotional list (Busey)
2. Discussion regarding meeting date and time (Stecker)

### **OTHER BUSINESS:**

### **ADJOURN:**



**POLICE DEPARTMENT  
SPECIAL  
MEETING OF THE GIG HARBOR CIVIL SERVICE COMMISSION  
Zoom Meeting  
MINUTES – Wednesday, June 29, 2022**

**CALL TO ORDER:** 11:01 AM, Charles Perry

**PRESENT:** Charles Perry, Chair; Denny Richards, Vice Chair, Tom Brown, Chief Kelly Busey, Diane Bertram, HR Assistant

**APPROVAL OF MINUTES:**

- Motion to approve March 28, 2022, Minutes (Perry/Brown)  
A motion to approve the Civil Service Commission meeting minutes of the March 28, 2022, was made with the following corrections:
  1. The meeting was a Zoom Meeting not a Go To Meeting:
  2. Under "Agenda Item" the motion to accept the Public Safety Test was made by Charles Perry and seconded by Tom Brown.

**AGENDA ITEM:**

**1. Request for Reinstatement**

- a. Chief Busey discussed a letter received from Hector "Eddy" Dominguez on 06/21/2022 requesting to be reinstated as a GHPD Police Officer. Mr. Dominguez voluntarily resigned from his position in November 2021 to move out-of-state.
- b. Chief Busey shared his "REQUEST FOR REINSTATEMENT" of Mr. Dominguez citing that the Gig Harbor Police Department currently has one budgeted vacancy and, he is eligible to retain his Washington State Peace Officer's Certification.

Chief Busey requested that Mr. Dominguez be added to the Open Graded Eligible Roster pursuant to Civil Service Rule 9.07.

A motion was made by Charles Perry that Mr. Dominguez be added to the Open Graded Eligible Roster and reinstated as a GHPD Police Officer. The motion was seconded by Tom Brown and passed unanimously.

**ADJOURNMENT:** 11:14 AM (Richards/Brown)

Respectfully Submitted by,  
Diane Bertram, HR Assistant

For: Shannon Costanti, Interim HR Director/Civil Service Secretary



**FINAL RANK RESULTS OF  
GIG HARBOR CIVIL SERVICE  
SERGEANT'S PROMOTIONAL TESTING**

**August 23, 2021**

**Rule of 3 Listed Alphabetically**

Eddy Dominguez  
Tray Federici  
Jasen Raphael

**Not Eligible Until 12/2023**

Ryan Erwin

I do hereby certify this to be the final standing of applicants for the Gig Harbor Police Department's Sergeant's Promotional Testing held August 2 & 4, 2021. This list will remain in effect until August 2022, unless extended for one year or replaced through a subsequent testing process.

Kameil Borders

HR Director / Civil Service Secretary & Chief Examiner



## MEMORANDUM

**DATE:** August 9, 2022  
**TO:** Civil Service Commission  
**FROM:** Josh Stecker, City Clerk  
**SUBJECT:** Civil Service Commission Regular Meetings

First off, my apologies for not being able to join you for your meeting on August 11. The City Council is also meeting at the same time so I'm unable to join you.

The Civil Service Commission has set a regular meeting time of 3:00 p.m. on the second Thursday of each month. Over the past couple of years these regular meetings seem to be cancelled more often than not, sometimes in favor of special meetings that are better able to meet the needs of staff.

The [Gig Harbor Municipal Code Section 2.22.040](#) requires that the Commission hold regular meetings at least once a quarter. The meeting on August 11 will be the first regular meeting held this year, so this has been difficult to maintain. In the future, we will be asking Council to remove this requirement as it seems to be unnecessary for the Commission to meet when it does not have any specific business to attend to.

In the meantime, I recommend that the Commission adopt a quarterly regular meeting schedule on the first Thursday of the months of February, May, August, and November at 3:00 p.m. The first Thursday is not generally used for Council meetings, so it should not create a conflict for the Police Chief, HR Director, or City Clerk. These regular meetings would not be cancelled or rescheduled to ensure that the Commission remains in compliance with the Municipal Code.

Staff will still be able to ask for special meetings whenever the need arises.

If the Commission is amenable to this request, the proper motion to make would be:  
*"Move to amend Civil Service Rules Section 3.01 to state that the Commission shall meet on the first Thursday of the months of February, May, August, and November at 3:00 p.m."*

The amended Section 3.01 would then read:

3.01 COMMISSION - MEETINGS - QUORUM

In the necessary conduct of its work, the Commission shall meet on the first Thursday of the months of February, May, August, and November at 3:00 p.m. ~~second Friday of each month in the Civic Center Executive Conference Room,~~ unless there is no pending business requiring Commission action. Notice of special meetings shall be provided as required by the Open Public Meetings Act (Chapter 42.30 RCW, as amended). The commission shall conduct hearings as required. Notice of hearings shall be provided as required by these rules. Two members of the Commission shall constitute a quorum. No action of the commission shall be effective unless two members concur therein. All Commission meetings or hearings, regular or as required, shall be open and public. Provided, however, that the Commission may meet in executive session as authorized by the Open Public Meetings Act (Chapter 42.30 RCW, as amended).

Please note that Civil Service Rules were never amended to reflect the current 2<sup>nd</sup> Thursday meeting time.

Thank you for taking the time during your meeting to consider this change.



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