



Meeting Minutes

Personnel Committee Meeting

Friday, March 18, 2022

Zoom- Public Telephone Access: (206) 337-9723 or (253) 215-8782

Meeting ID No. 363 276 1823

Personnel Committee Regular Meeting – 10:30 a.m. via Zoom

Call to Order/Attendance:

Committee Members Stephen Lorence, Barbara Newell, and Anh-Thu Mai-Windle were present.

Also present were Human Resources Director Lacey Paulsen (Staff Liaison), Human Resources Generalist Katie Crusselle (Assistant Staff Liaison), Human Resources Administrative Assistant II Julie Davis (Assistant Staff Liaison), and Lieutenant David Neher.

Approval of Minutes:

Ms. Newell moved and Mr. Lorence seconded to approve the March 4, 2022, meeting minutes as presented. The motion carried 3-0.

Communications:

None.

Old Business:

None.

New Business:

1. Certification List for Entry Level Firefighter Process

Ms. Crusselle informed the committee that the oral board process held on March 15, 16, and 17, 2022, for entry level Firefighter consisted of twenty-six candidates. Thirteen candidates were certified to the merged certification list.

Ms. Mai-Windle moved and Ms. Newell seconded the motion to approve the entry level Firefighter certification list as presented. The motion carried 3-0.

2. Police Officer (Entry, Exceptional Entry, Lateral) Testing Process

Ms. Crusselle and Lieutenant Neher presented suggested changes to the testing process, scoring and components, for the Police Officer recruitment process. Ms. Mai-Windle recommended the process be updated with clarification that the application screening component would remain in the 2022 process. The committee agreed to postpone approval of the amended changes to the testing process until the document is updated to reflect their preferred clarification.

A follow-up meeting will be held to review and approve the updated changes to the Police Officer testing process.

Comments and Reports:

3. Personnel Committee Members
None.

4. HR Staff Liaison
Ms. Crusselle mentioned upcoming promotional processes for Company Officer for Fire, and Sergeant for Police.

Adjournment:

Ms. Paulsen adjourned the meeting at 10:51 a.m.

APPROVED:



Stephen Lorence, Chair

ATTESTED:



Lacey Paulsen, Staff Liaison

DATE APPROVED: March 22, 2022

DATE PUBLISHED: March 24, 2022

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