



**NOTICE OF SPECIAL MEETING
GRANDVIEW CIVIL SERVICE COMMISSION**

You are hereby notified, pursuant to RCW 42.30.080, that the **GRANDVIEW CIVIL SERVICE COMMISSION** will conduct a Special Meeting on **MONDAY, DECEMBER 6, 2021 at 9:00 a.m.**, with the following agenda:

AGENDA

- 1. CALL TO ORDER & ROLL CALL**
- 2. MINUTE APPROVAL – October 20, 2021 Special Meeting**
- 3. NEW BUSINESS**
 - A. Certify Lateral Police Officer Eligibility List
- 4. ADJOURNMENT**

This meeting will be held via teleconference only.

Join Zoom Meeting

<https://us06web.zoom.us/j/85915436670?pwd=dEM5Uk8rRWFuMWZvWUJ5djVJa1ZXZz09>

Meeting ID: 859 1543 6670

Passcode: 132293

To join via phone: +1 253 215 8782 US

Meeting ID: 859 1543 6670

Passcode: 132293

CITY OF GRANDVIEW

Anita G. Palacios, MMC, City Clerk

NOTIFICATION:

Grandview Civil Service Commission

Mayor and Council

Cus Arteaga, City Administrator

Kal Fuller, Police Chief

Seth Bailey, Assistant Police Chief

News Media

**GRANDVIEW CIVIL SERVICE COMMISSION
SPECIAL MEETING MINUTES
OCTOBER 20, 2021**

1. CALL TO ORDER & ROLL CALL

Secretary/Chief Examiner Anita Palacios called the special meeting to order at 9:00 a.m.

The meeting was held in person and was also available via teleconference.

Present in person: Commissioner Darrell McCallum

Present via teleconference: Commissioner Andrea Arteaga-Morris

Absent: Commissioner John Garcia

Staff present: Secretary/Chief Examiner Anita Palacios

2. MINUTE APPROVAL – AUGUST 9, 2021 SPECIAL MEETING

On motion by Commissioner McCallum, second by Commissioner Arteaga-Morris, the Commission approved the minutes of the August 9, 2021 special meeting.

3. NEW BUSINESS

A. Certify Police Dispatcher Eligibility List

Secretary/Chief Examiner Palacios explained that currently, the City was advertising the position of Police Dispatcher as open until filled. As applications were received, the written test and oral board interview were being conducted with the applicants. To date, two applicants completed the testing process.

Examination Parts and Weights. The examination consisted of two segments--written test and oral board. Percentage weights were assigned to each segment of the examination. The segments were as follows:

Written Test. The maximum score for the written test was 100 points with a 50% weighted average factor. The examination consisted of reading comprehension, alphabetizing, spelling, grammar and mapping. Applicants must pass with a 70% or better test score. Both applicants passed the written test.

Oral Board. The maximum score for the oral board was 100 points with a 50% weighted average factor. This segment consisted of 10 questions with the applicant being rated on appearance, manner, speech, comprehension, ability to express qualifications, and general impression. Applicants must pass with a 70% or better score. Both applicants passed the oral board.

Application of Veteran Credit: The applicants were not eligible for veteran credit.

Eligibility List: Following was the eligibility list:

Applicant Name	Written Score %	Oral Score %	Sub-Total %	10% Veteran Credit	Total Score %	Rank
Kira Harvey	83%	81.7%	82.3%	-0-	82.3%	1
Melissa Chavez-Garcia	79%	76%	77.5%	-0-	77.5%	2

On motion by Commissioner McCallum, second by Commissioner Arteaga-Morris, the Civil Service Commission certified the Police Dispatcher eligibility list for a one year period to October 20, 2022 and directed that the two names be provided to the Police Chief to determine the candidate best qualified for appointment to any vacant positions.

4. ADJOURNMENT

The meeting was adjourned at 9:10 a.m.

Commissioner John Garcia

Anita Palacios, Secretary/Chief Examiner

**GRANDVIEW CIVIL SERVICE COMMISSION
AGENDA ITEM SUMMARY SHEET**

Meeting Date: December 6, 2021 – Special Meeting
Agenda Item: Certify Lateral Police Officer Eligibility List
Title: Rule 8.19 - Report of Examination
Presented by: Anita Palacios, Secretary/Chief Examiner

Summary: The examination to establish an eligibility list for the classification of Lateral Police Officer was held on December 3, 2021 with one (1) lateral applicant in attendance.

Examination Parts and Weights. The examination consisted of two segments—physical ability test and oral board. The segments were as follows:

Physical Ability Test. The physical ability test was comprised of squat thrusts, push-ups, sit-ups and 1.5-mile run. The physical ability test was pass or fail. The applicant passed the physical ability test.

Oral Board. The maximum score for the oral board was 100 points with a 100% weighted average factor. This segment consisted of 10 questions with the applicant being rated on appearance, manner, speech, comprehension, ability to express qualifications, and general impression. The applicants must have passed with a 70% or better score. The applicant passed the oral board.

Application of Veterans' Preference: The applicant was not eligible for veterans' preference.

Eligibility List:

Applicant Name	PAT	Oral Score	10% Veteran Credit	Total Score	Ranking
Roberto D. Flores	Passed	83.33%	NA	83.33%	1

Recommendation and Suggested Motion: "I move that the Civil Service Commission certify the Lateral Police Officer eligibility list for a one year period to December 6, 2022 and direct that the name of the applicant from the eligibility list be provided to the Police Chief to determine qualification for appointment to any vacant positions."