

KIRKLAND CIVIL SERVICE COMMISSION

Special Meeting - Minutes

April 23, 2019

Present

Chairperson Nelson (via phone)	Chief Harris	Lieutenant Aksdal	Officer DeAguiar
Commissioner Coonan	Captain Ursino	Lieutenant Carpenter	DC Van Valkenburg
Commissioner Ramerman	Captain St. Jean	Corporal Crocker	
Secretary/Examiner Lank	Lieutenant Haslip	Corporal Quiggle	

The meeting was called to order at 4:00 pm by Chairperson Nelson.

Secretary Lank presented the Commission with the eligibility list resulting from the recent Police Sergeant promotional exam. He stated the testing process was finalized on April 11th and that the 10-day appeal period had since elapsed, with no exam appeals received. The eligibility list was distributed to the Commission.

Commissioner Ramerman noted the number of names on the list. Chief Harris explained the weighting on the components of the exam—30% - written test, 30% - work performance rating, and 40% - assessment center. The maximum number of candidates that can be accommodated at the assessment center is eight, and the cost is prohibitive to add a 2nd assessment center day.

Eleven candidates signed up to participate in the promotional exam, two dropped out, and one candidate did not move forward after the work performance rating. The Chief stated that upon certification, she has the "rule of 3", meaning candidates ranked #1, #2 or #3 on the list can be promoted for the first vacancy. The Chief said there is one open Sergeant position currently, with another vacancy expected in July when a Sergeant retires.

After brief discussion, Chairperson Nelson made a motion to certify the Police Sergeant eligibility list. Commissioners Coonan and Ramerman both seconded the motion.

There being no further business before the Commission, the meeting was adjourned at 4:06 pm.

Rodney D. Lank
Secretary/Examiner
Kirkland Civil Service Commission