

KIRKLAND CIVIL SERVICE COMMISSION

Special Meeting - Minutes

November 19, 2019

Present

Chairperson Nelson
Commissioner Coonan
Secretary/Examiner Lank

Deputy Chief Van Valkenburg
Human Resources Manager Shawn Friang

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

Approval of the minutes from the October 8, 2019 Commission meeting was deferred until a future meeting in which Commissioner Ramerman can attend. (Commissioner Ramerman was present at the 10/08/19 meeting, Commissioner Coonan was absent).

Secretary Lank then distributed the Fire Captain eligibility list to the Commission. Chairperson Nelson noted that three candidates on the eligibility list showed as "ineligible" and inquired about the reason. Deputy Chief Van Valkenburg stated that the candidates currently either lacked the required time in grade as a Fire Lieutenant or did not meet the educational requirement. However, at such time as the candidates satisfy the requirements, they will become eligible on the list. After brief discussion, Chairperson Nelson moved to certify the Fire Captain eligibility list. Commissioner Coonan seconded the motion.

Secretary Lank informed the Commission this would be his last meeting as he is leaving the City in early January 2020. The Commission thanked him for his 26 years of service to the Commission. The Commission also welcomed Shawn Friang, who is slated to assume the role of Secretary/Examiner. The Commission requested a letter of recommendation from the Human Resources Director which will facilitate the Commission in taking formal action at the next Commission meeting.

There being no further business before the Commission, the meeting was adjourned at 4:08 pm.

Rodney D. Lank
Secretary/Examiner
Kirkland Civil Service Commission