

# KIRKLAND CIVIL SERVICE COMMISSION

## Meeting Minutes

June 14<sup>th</sup>, 2022

Present (Via Zoom)

Chairperson Mark Nelson  
Commissioner Dianne Ramerman  
Commissioner Doug Jacobson  
Human Resources Director Truc Dever  
Deputy Fire Chief Dave Van Valkenburg  
Civilian Commander Melissa Petrichor  
Civil Service Commission Secretary Miguel Morga

Chairperson Nelson called the meeting to order at 4:00pm. A quorum was met.

Commissioner Doug Jacobson was introduced as the new Commissioner.

Chairperson Nelson called for nominations for Commission Chair. Commissioner Ramerman nominated Mark Nelson for Chairperson. Seconded by Commissioner Jacobson. Motion Passed. Mark Nelson elected as Chairperson.

Chairperson Nelson motioned to approve the minutes of the May 10<sup>th</sup>, 2022 meeting with an edit to the 3<sup>rd</sup> to last paragraph pluralizing "meeting". Commissioner Ramerman seconded the motion. Motion passed.

Deputy Chief Van Valkenburg discussed a memo on the certification of a process to hire lateral Firefighters under the Civil Service Rules. Commissioner Ramerman asked for confirmation this is based on need as outlined in the Civil Service rules. Deputy Chief Van Valkenburg discussed the need to hire through this process based on the ballot measure, current staff leaving and less experienced staff. Chairperson Nelson stated he believes the rules allow for this. Deputy Chief Van Valkenburg stated he wanted to be transparent with all stakeholders and confirmed nothing in the process appears to violate any Civil Service rules. Commissioner Jacobson had no suggested changes. Commissioner Ramerman agreed the process appears to conform with the parameters of the Civil Service rules. Chairperson Nelson thanked the Fire Department for informing the commission.

Chairperson Nelson asked Deputy Chief Van Valkenburg if he had outlined the process to hire Firefighters. Deputy Chief Van Valkenburg stated he will send information.

Secretary Morga presented a request from the Fire Department asking for authority to extend conditional job offers to candidates adding the condition "certification of the candidate list by the Civil

Chairperson Nelson adjourned the meeting at 4:34.

Submitted by:

Miguel Morga  
Secretary  
Civil Service Commission  
City of Kirkland