



**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, JUNE 13, 2022 at 9:00 a.m.**, with the following agenda:

AGENDA

- 1. CALL TO ORDER & ROLL CALL**
- 2. MINUTE APPROVAL – December 6, 2021 Special Meeting**
- 3. NEW BUSINESS**
 - A. Certify Police Sergeant Eligibility List
- 4. ADJOURNMENT**

This meeting will be held via teleconference only.

Join Zoom Meeting

<https://us06web.zoom.us/j/844440005663?pwd=MnlKcDNrS2svUWtuZ3E0UFZPbmpXZz09>

Meeting ID: 844 4000 5663

Passcode: 908068

To join via phone: +1 253 215 8782 US

Meeting ID: 844 4000 5663

Passcode: 908068

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
DECEMBER 6, 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 via teleconference.

Present via teleconference: Commissioner Darrell McCallum and Andrea Arteaga-Morris

Absent: Commissioner John Garcia

Staff present: Secretary/Chief Examiner Anita Palacios, Police Chief Kal Fuller and Assistant Police Chief Seth Bailey.

2. MINUTE APPROVAL – OCTOBER 20, 2021 SPECIAL MEETING

On motion by Commissioner Arteaga-Morris, second by Commissioner McCallum, the Commission approved the minutes of the October 20, 2021 special meeting.

3. NEW BUSINESS

A. Certify Lateral Police Officer Eligibility List

Secretary/Chief Examiner Palacios explained that 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 |

On motion by Commissioner McCallum, second by Commissioner Arteaga-Morris, the Civil Service Commission certified the Lateral Police Officer eligibility list for a one year period to December 6, 2022 and directed 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.

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: June 13, 2022 – Special Meeting
Agenda Item: Certify Police Sergeant 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 Police Sergeant was held on June 7, 2022. The testing was limited to employees currently employed as full-time police officers with the Grandview Police Department that met the position description minimum qualifications. Two candidates were in attendance. The City contracted with Public Safety Testing to conduct an assessment center.

Examination Parts and Weights. The examination consisted of an assessment center weighted at 100%. The candidates were scored on oral communication, interpersonal insight, judgment, decisiveness, and delegation and control. The assessment center consisted of the following three exercises:

- Exercise #1: Interview
- Exercise #2: In-Basket
- Exercise #3: Practical Scenarios

The total possible points a candidate could receive was 25. The candidates must have passed with a 70% or better test score. Both candidates passed.

Eligibility List: Following is the eligibility list:

| Candidate | Score | Percentage | Ranking |
|------------------|--------------|-------------------|----------------|
| Lupe Martin | 19.56 | 78.24% | 1 |
| Robert Flores | 19.36 | 77.43% | 2 |

Recommendation and Suggested Motion: "I move that the Civil Service Commission certify the Police Sergeant eligibility list for a one year period to June 13, 2023 and direct that the top two names be provided to the Police Chief to determine the candidate best qualified for appointment to any vacant position."