



**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 **WEDNESDAY, MARCH 15, 2023 at 9:00 a.m.**, in the Grandview City Hall Council Chambers, 207 West Second Street, Grandview, with the following agenda:

**AGENDA**

- 1. CALL TO ORDER & ROLL CALL**
- 2. MINUTE APPROVAL – July 20, 2022 Special Meeting**
- 3. NEW BUSINESS**
  - A. Certify Police Dispatcher Eligibility List
- 4. ADJOURNMENT**

**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  
JULY 20, 2022**

**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 also available via teleconference.

Present in person: Commissioners Darrell McCallum and John Garcia

Present via teleconference: Commissioner Andrea Arteaga-Morris

Staff present: Secretary/Chief Examiner Anita Palacios

**2. MINUTE APPROVAL – JUNE 13, 2022 SPECIAL MEETING**

**On motion by Commissioner McCallum, second by Commissioner Garcia, the Commission approved the minutes of the June 13, 2022 special meeting.**

**3. NEW BUSINESS**

**A. Certify Entry Level Police Officer Eligibility List**

Secretary/Chief Examiner Palacios explained that the examination to establish an eligibility list for the classification of Entry Level Police Officer was held on June 30, 2022 with 13 entry level applicants in attendance.

Examination Parts and Weights. The examination consisted of three segments—written test, physical ability test and oral board. Percentage weights were assigned to two of the three segments 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 City uses the National Criminal Justice Center Selection Inventory (NCJOSI) test purchased from Industrial/Organizational (I/O) Solutions, Inc. The examination includes both a cognitive (i.e., problem solving) component and an attitude/personality (i.e., criminal justice officer orientation) component. Upon completion of the written test, the test booklets and answer sheets were collected and returned to I/O Solutions for computer scoring. The applicants must have passed with a 70% or better test score. Nine (9) applicants passed the written test.

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. Two (2) applicants failed the physical ability 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. The applicants must have passed with a 70% or better score. Five

(5) applicants passed the oral board.

Application of Veterans' Preference: No applicants were eligible for veterans' preference. State law provides for a scoring criteria status, commonly called a "preference," in civil service competitive examinations for certain veterans. RCW 41.04.010 provides that veterans who served during a period of war or armed conflict and do not receive military retirement benefits are entitled to have 10% added to their passing scores for their first civil service appointment.

Eligibility List:

Applicant Name	Written Score	Oral Score	Subtotal	10% Veteran Credit	Total Score	Ranking
Tyler Hunsaker	82.7	88	85.4	NA	85.4	1
Seth Weron	72.86	94	83.4	NA	83.4	2
Luis Fernandez	80.16	83	81.6	NA	81.6	3
Michael Harkins	74.6	82.75	78.7	NA	78.7	4
Kodiak Ashley	79.44	76.25	77.8	NA	77.8	5

**On motion by Commissioner Arteaga-Morris, second by Commissioner McCallum, the Civil Service Commission certified the Entry Level Police Officer eligibility list for a one year period to July 20, 2023 and directed that the applicant names from the eligibility list be provided to the Police Chief to determine the candidate best qualified for appointment to any vacant position.**

**4. ADJOURNMENT**

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

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Commissioner John Garcia

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Anita Palacios, Secretary/Chief Examiner

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

Meeting Date: March 15, 2023 – Special Meeting  
 Agenda Item: Certify Police Dispatcher Eligibility List  
 Title: Rule 8.19 - Report of Examination  
 Presented by: Anita Palacios, Secretary/Chief Examiner

**Summary:** Currently, the City is advertising the position of Police Dispatcher as open until filled. As applications are received, the written test and oral board interview are being conducted with the applicants. To date, two applicants have 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 is the eligibility list:

Applicant Name	Written Score %	Oral Score %	Sub-Total %	10% Veteran Credit	Total Score %	Rank
Jose Cisneros-Valdez	85	76	80.5	-0-	80.5	1
Lindsey Crawford	89	71	80.0	-0-	80.0	2

**Recommendation and Suggested Motion:** "I move that the Civil Service Commission certify the Police Dispatcher eligibility list for a one year period to March 15, 2024 and direct that the two names be provided to the Police Chief to determine the candidate best qualified for appointment to any vacant positions."