



**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 **TUESDAY, APRIL 9, 2024 at 11:00 a.m.**, in the City Hall Council Chambers, 207 West Second Street, Grandview, Washington, with the following agenda:

**AGENDA**

- 1. CALL TO ORDER & ROLL CALL**
- 2. MINUTE APPROVAL – March 13, 2024 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  
Shane Fisher, City Administrator  
Kal Fuller, Police Chief  
Seth Bailey, Assistant Police Chief  
News Media

**GRANDVIEW CIVIL SERVICE COMMISSION  
SPECIAL MEETING MINUTES  
MARCH 13, 2024**

**1. CALL TO ORDER & ROLL CALL**

Chair Andrea Arteaga-Morris called the special meeting to order at 9:00 a.m.

The meeting was held in person and was also available via teleconference.

Present in person: Commissioners John Garcia and Darrel McCallum

Present via teleconference: Commissioner Andrea Arteaga-Morris

Absent: None

Staff present: Secretary/Chief Examiner Anita Palacios and City Administrator Shane Fisher.

**2. MINUTE APPROVAL – DECEMBER 4, 2023 SPECIAL MEETING**

**On motion by Commissioner McCallum, second by Commissioner Garcia, the Commission approved the minutes of the December 4, 2023 special meeting.**

**3. NEW BUSINESS**

**A. Certify Police Officer Eligibility List**

Chief Examiner Palacios explained that the examination to establish an eligibility list for the classification of Entry Level/Lateral Police Officer was held on February 29, 2024. In attendance were six (6) entry level applicants.

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-Integrity test purchased from Industrial/Organizational Solutions, Inc. This test combines the two most powerful predictors of job performance: cognitive ability and integrity. 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. Five (5) applicants passed the written test.

Physical Ability Test. The physical ability test (PAT) was comprised of squat thrusts, push-ups, sit-ups and 1.5-mile run. The PAT was pass or fail. Four (4) applicants passed the PAT.

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. Two (2) 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: Following was the eligibility list:

Applicant Name	Written Score	Oral Score	Subtotal	10% Veteran Credit	Total Score	Ranking
Josue Lopez	84.83	91	91	-0-	87.9	1
Miguel Lua	84.99	74	79.5	-0-	79.5	2

**On motion by Councilmember McCallum, second by Councilmember Garcia, the Commission certified the Police Officer eligibility list for a one year period to March 13, 2025 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 positions.**

#### 4. ADJOURNMENT

The meeting was adjourned at 9:15 a.m.

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Commissioner Andrea Arteaga-Morris

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Anita Palacios, Secretary/Chief Examiner

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

Meeting Date: April 9, 2024 – 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. The City has one (1) vacant Police Dispatcher position. As applications are received, the written test and oral board interview are being conducted with the applicants. To date, three (3) 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. Three (3) 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. Two (2) 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
Reyna Moreno	70	82.7	76.3	-0-	76.3	1
Trenton Canoy	80	70	75	-0-	75	2

**Recommendation and Suggested Motion:** "I move that the Civil Service Commission certify the Police Dispatcher eligibility list for a one (1) year period to April 9, 2025 and direct that the top two (2) names be provided to the Police Chief to determine the candidate best qualified for appointment to any vacant positions."