

**Civil Service Commission
Spokane Valley Fire Department
2120 N. Wilbur
Spokane, WA 99206
CIVIL SERVICE MEETING MINUTES**

August 9, 2016

5:30p.m.

Commissioner Sisser called the meeting to order at 5:30pm.

Present

Commissioners John Sisser, Dave Bouge and Diane Wilhite; Examiner Callahan; Chief Bryan Collins; HR Director Valerie Biladeau representing administration; Fire Commissioner Ron Schmidt. Board Attorney Mike Love has an excused absence.

Pledge of Allegiance

Commissioner Wilhite led those in attendance in the Pledge of Allegiance.

Approval of the Agenda

Commissioner Wilhite made a motion to approve the agenda for as presented; seconded by Commissioner Bouge. Motion carried.

Approval of the Minutes

Commissioner Wilhite made a motion to approve the minutes from the July 19, 2016; seconded by Commissioner Bouge. Motion carried.

Expenses

Commissioner Wilhite made a motion to approve the expenses as presented; seconded by Commissioner Bouge. Motion carried.

Old Business

1. JPC Update – No meeting since last civil service meeting. We will be meeting soon to discuss IT Administration position
2. Rule Updates – None.
3. Entry Level Testing – Jon Walters from Public Safety Testing gave the board a presentation on his program. Discussion followed.

New Business

1. Fire Inspector Posting – Examiner Callahan presented a posting for the position of Fire Inspector. Applications will be accepted August 10-31, 2016. The written test will be held on September 9th and the assessment center will be held on September 30th (and 29th if necessary). Commissioner Wilhite made a motion to approve the posted as submitted; seconded by Commissioner Bouge. Motion carried.

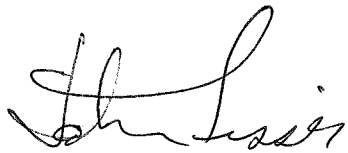
2. Engineer Study Material – HR Director Biladeau presented a revised study material list for Engineers. This has been posted for the required 20 days; no comments, questions or concerns have been expressed. Commissioner Wilhite made a motion to approve the list as submitted; seconded by Commissioner Bouge. Motion carried.

Public Comment *Maximum of three minutes; please state your name and address for the record.*

Adjournment

There being no further business to come before the Commission the meeting was adjourned at 6:25pm.

The next regularly scheduled meeting will be September 13, 2016 at 5:30pm.

A handwritten signature in black ink, appearing to read "John Sisser", written over a horizontal line.

John Sisser, Chairman

:pc