

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

May 14, 2019

5:30pm

Commissioner Bouge the meeting to order at 5:30 pm.

Present

Commissioners Diana Wilhite, Dave Bouge and John Sisser; Examiner Peggy Callahan; HR Director Valerie Biladeau representing Administration; and Fire Commission Bill Anderson.

Pledge of Allegiance

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

Approval of the Agenda

Commissioner Wilhite made a motion to approve the agenda as submitted; seconded by Commissioner Sisser. Motion carried.

Approval of the Minutes

Commissioner Sisser made a motion to approve the minutes as presented from the April 9, 2019 meeting; seconded by Commissioner ~~Sisser~~ *Wilhite*. Motion carried.

Expenses

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

Old Business

1. JPC Update – No report.

New Business

1. Paramedic Interest Exam Eligibility List – Examiner Callahan presented an eligibility list for the Paramedic Interest Exam. This was an internal posting for candidates who are interested in attending Paramedic School at INHS. The posting opened March 15, 2019 and closed on April 12, 2019. Candidates took the written INHS exam on April 25, 2019. Commissioner Wilhite made a motion to approve the list as presented; seconded by Commissioner Sisser Motion carried.
2. Administrative Assistant Eligibility List – Examiner Callahan presented an eligibility list for the Administrative Assistant – Payroll Specialty position. The posting opened on March 15, 2019 and closed on April 25, 2019. The assessment center was held on May 8, 2019. Commissioner Sisser made a motion to approve the list as presented; seconded by Commissioner Wilhite. Motion carried.

Public Comment *Maximum of three minutes; please state your name and address for the record.*
Commissioner Bouge commented on looking into ways to streamline the hiring process.

Adjournment

There being no further business to come before the Commission the meeting was adjourned at 5:38pm.

The next regularly scheduled meeting will be held on June 18, 2019 at 5:30pm.



Dave Bouge, Chairman
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