

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

March 20, 2020

8:00am

Commissioner Bouge called the meeting to order at 8:08am.

Present

Commissioners Dave Bouge, Diana Wilhite and John Sisser; Examiner Peggy Callahan; HR Director Valerie Biladeau representing Administration and Deputy Chief Shaun Arold.

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 from the February 11, 2020 and March 4 meetings; seconded by Commissioner Wilhite. Motion carried.

Correspondence

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

Old Business

1. JPC Update – Examiner Callahan reported that the JPC last met February 12 to discuss captain and battalion chief promotional exams; next meeting is scheduled for April 23th.

New Business

1. Proposed Rule Change 5.12 – Deputy Chief Arold presented a recommended rule change which would change the passing score to 70% for captains and battalion chiefs. Commissioner Sisser made a motion to approve the rule change as presented; seconded by Commissioner Wilhite. Motion carried.
2. Captain Step 1 Promotional Exam Posting – Examiner Callahan presented the posting for Captain Step 1. Applications will open March 23 and close on April 13, Written test will be held April 25 and the assessment center will be held the week of May 4th. Discussion followed regarding need to make adjustments pending outcome of Covid-19 pandemic. Commissioner Sisser made a motion to approve the contract as presented; seconded by Commissioner Wilhite. Motion carried.
3. Battalion Chief Promotional Exam Posting – Examiner Callahan presented the posting for Battalion Chief. Applications will open March 23 and close on April 13, the assessment center will be held the week of May 4th. Discussion followed regarding need to make

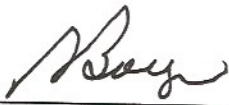
adjustments pending outcome of Covid-19 pandemic. Commissioner Bouge made a motion to approve the contract as presented; seconded by Commissioner Sisser. Motion carried.

Public Comment *Civil Service board wants to extent their thanks to the first responders from Valley Fire.*

Adjournment

Next regularly scheduled meeting will be April 14th at 5:30pm.

There being no further business to come before the Commission the meeting was adjourned at 8:52am.



Dave Bouge, Chairman

:pc