

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

May 12, 2020

5:30pm

Commissioner Bouge called the meeting to order at 5:35pm.

Present via Zoom

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

Pledge of Allegiance

Commissioner Sisser led those in attendance with 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 Wilhite made a motion to approve the minutes from the March 20, 2020 meeting; seconded by Commissioner Sisser. Motion carried.

Correspondence

None

Old Business

1. JPC Update – Examiner Callahan reported that the JPC last met April 23 to discuss engineer promotional exams; next meeting is not yet scheduled.

New Business

1. PST Contract – Examiner Callahan presented a contract from Public Safety Testing for them to create our written exam for engineer. Discussion followed. Commissioner Wilhite made a motion to approve the contract as presented; seconded by Commissioner Sisser. Motion carried.
2. Engineer Promotional Exam Posting – Examiner Callahan presented the posting for Engineers. Applications will open May 12 and close on June 3. Written test will be held June 13 and the assessment center will be held June 26 and 27 (if necessary). Discussion followed regarding need to make adjustments due to Covid-19 pandemic. Commissioner Bouge made a motion to approve the contract as presented; seconded by Commissioner Wilhite. Motion carried.

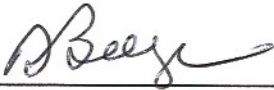
3. Deputy Chief Posting – HR Director Biladeau requested permission from the Civil Service board to use an outside vendor (Western Fire Chiefs) to facilitate the hiring of the new Deputy Chief. Discussion followed. Commissioner Sisser made a motion to approve the contract as presented; seconded by Commissioner Wilhite. Motion carried.

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

Adjournment

Next regularly scheduled meeting will be June 16 at 5:30pm.

There being no further business to come before the Commission the meeting was adjourned at 5:48pm.



Dave Bouge, Chairman

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