

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

May 10, 2022

4:30pm

Commissioner Sisser called the meeting to order at 4:30pm.

Present

Commissioners Dave Bouge, Brittany Webster and John Sisser; Examiner Peggy Callahan; Chief Frank Soto representing Administration; Deputy Chief Greg Rogers and Interim HR Director Tina Sheldon.

Pledge of Allegiance

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

Approval of the Agenda

Commissioner Bouge a motion to approve the agenda as submitted; seconded by Commissioner Webster. Motion carried.

Approval of the Minutes

Commissioner Webster a motion to approve the minutes from April 19, 2022, meeting; seconded by Commissioner Bouge. Motion carried.

Correspondence

Expenses – Commissioner Bouge made a motion to approve the expenses as submitted; seconded by Commissioner Webster. Motion carried.

Old Business

1. JPC Update – No Report

New Business

1. Finance Administrative Assistant – Examiner Callahan presented a posting for a Finance Administrative Assistant position. This is an internal/external posting which will open tomorrow and close on June 3. Top five candidates will be brought to an assessment center scheduled for June 9th. Commissioner Bouge made a motion to approve the posting as presented; seconded by Commissioner Webster. Motion carried.
2. Information Technology Specialist – Examiner Callahan presented a posting for an Information Technology Specialist position. This is an internal/external posting which will open tomorrow and close on June 24. Top six candidates will be brought to an assessment center scheduled for July 8. Commissioner Webster made a motion to approve the posting as presented; seconded by Commissioner Bouge. Motion carried.

Public Comment – Commissioner Sisser opened the meeting to public comment.

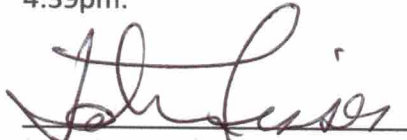
Adjournment

Special board meeting scheduled for May 17th at 4:30pm to certify captain's list.

Special board meeting scheduled for June 3 at 9am for hearing.

Next regularly scheduled meeting will be June 14, 2022, at 4:30pm.

There being no further business to come before the Commission the meeting was adjourned at 4:39pm.

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

John Sisser, Chairman

/pc