

Civil Service Commission Minutes  
July 6, 2017

<p><b><u>Call to Order:</u></b></p>	<p><b>Chair Jacobs</b> called the July 6, 2017 regular meeting of the Steilacoom Civil Service Commission to order at 2:05 p.m. in the Steilacoom Community Center conference room.</p>
<p><b><u>Roll Call:</u></b></p>	<p>In attendance were Chair Jacobs and Commissioner Lynch. Staff members representing the Town were Detective Bailey, and Secretary Sterbick.</p>
<p><b><u>Approval of Minutes:</u></b> <b>April 6, 2017</b></p> <p><b>Yes: All</b></p>	<p>Commissioner Lynch moved and Chair Jacobs seconded to approve the minutes of the April 6, 2017 meeting.</p>
<p><b><u>Discussion/Action:</u></b> <b>Disqualifications</b></p> <p><b>Oral Board Panel Selection:</b></p> <p><b>Yes: All</b></p> <p><b><u>Reports:</u></b></p>	<p>Secretary Sterbick asked that disqualifications be tabled until the August meeting.</p> <p>Secretary Sterbick asked that the Commission provide approval for Chief Rodriguez to select oral board panelists for an oral board on Friday, July 28, 2017.</p> <p>Chair Jacobs expressed approval for Chief to make the selections as long as the panel includes individuals who are not from the Steilacoom Department of Public Safety. He indicated this would allow for more objectivity/less potential for bias.</p> <p>Commissioner Lynch moved to delegate authority for oral board selection to Chief Rodriguez. Chair Jacobs seconded the motion.</p> <p>Commissioner Lynch asked if there was a specific number of individuals required to form an oral board.</p> <p>Secretary Sterbick responded that the board generally consists of 4-5 panelists, with at least one being from the Town of Steilacoom. She also pointed out that the Detective is there only to observe/take notes to be used in conducting a background investigation.</p> <p>Secretary Sterbick reported that the August 3 meeting would include discussions on rule 6 provided all commissioners were available. In addition, she hoped to present a register for certification.</p> <p>Chair Jacobs reported experiencing problems with his Town e-mail. He was unable to reset his password without the administrator's approval.</p> <p>Chair Jacobs asked Detective Bailey to e-mail him the spreadsheet he requested on previous disqualifications.</p>

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**Adjournment:**

Chair Jacobs adjourned the July 6, 2017 meeting of the Civil Service Commission at 2:14 p.m.