



**POLICE DEPARTMENT**

**AGENDA FOR GIG HARBOR CIVIL SERVICE COMMISSION  
Friday, June 11, 2021 at 3:00pm**

**Due to public health concerns, this meeting will be only accessible by the following instructions below:**

*At 2:55p.m. from your phone dial (312) 757-3121; access code: 542-565-269*

**CALL TO ORDER / ROLL CALL:**

**APPROVAL OF MINUTES:**

1. March 12, 2021 – Civil Service Commission Meeting

**NEW BUSINESS:**

1. Certification of lateral entry hiring list
2. Update on Sergeant Assessment Center

**OTHER BUSINESS:**

**ADJOURN:**



POLICE DEPARTMENT

MEETING OF THE GIG HARBOR CIVIL SERVICE COMMISSION

GoToMeeting

MINUTES – March 12, 2021

**CALL TO ORDER:** – 3:00 PM Chair, Charles Perry

**PRESENT:** Charles Perry, Chair; Denny Richards, Vice Chair; Tom Brown, Chief Kelly Busey, Kameil Borders, HR Director/Civil Service Secretary; Erin Neff, HR Analyst; Melissa Herzog, HR Assistant.

**APPROVAL OF MINUTES:**

- Motion to approve September 11, 2020 Minutes (Brown/Richards)
- Motion to approve February 22, 2021 Minutes (Brown/Richards)

**NEW BUSINESS:**

1. **Amendment to Civil Service Rules – Minimum Passing Score for Entry and Lateral Candidates**
  - a. Chief Busey discussed the updates to the minimum passing score to update to reflect that candidates score 70% or higher on the testing to move forward with the process.
  - b. Entire commission reviewed section **8.15 Passing Grades** and updated portions to reflect the percentage change and update verbiage.
  - c. Kameil Borders reviewed [RCW code 41.04.007](#) to verify that the percentage score is reflected prior to veterans' points being allowed.
  - d. Chief Busey will send edited version to Melissa in order to update Civil Service Rules and update cover sheet.
  - e. Motion to approve Richards/Brown
2. **Update on Current Recruitment/Hiring Process**
  - a. Chief Busey discussed the recruitment status for the current roster. Both candidates are currently going through the background process.
  - b. Chief discussed that we have received more applicants for possible future PAT/Oral Boards, mentioned will see how the current two applicants proceed prior to setting up the process with the newest applicants.

**OTHER BUSINESS:**

1. **Next meeting:**
  - a. Tentatively scheduled for 04/09/2021

**ADJOURNMENT:** 3:25pm Richards/Brown

Respectfully Submitted,

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Kameil Borders  
HR Director/Civil Service Secretary & Chief Examiner

APPROVED:

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Chair, Charles R. Perry