

**FIRCREST CIVIL SERVICE COMMISSION
REGULAR SCHEDULED MEETING MINUTES**

**DECEMBER 6, 2021
4:00 PM**

**FIRCREST CITY HALL
COUNCIL CHAMBERS**

CALL TO ORDER

The regular meeting of the Fircrest Civil Service Commission was called to order at 4:02 PM by **CHAIRMAN KOERGER** who presided. Also present were **COMMISSIONER BECHTHOLT**, **COMMISSIONER HARRISON** and Chief Examiner Michelle Thomas.

MINUTES

MOVED BY HARRISON, SECONDED BY KOERGER, TO APPROVE THE MINUTES OF THE NOVEMBER 1, 2021 REGULAR MEETING. UPON VOTE, MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

None.

NEW BUSINESS

The scheduled Oral Boards for December were cancelled because all but one person had taken positions with other departments recently. The last candidate was contacted and told we would reschedule in the near future. Chief Cheesman met with the Oral Board committee members to discuss ideas on how to attract new candidates with possible bonuses or incentives such as increased paid time off. We currently do not have any openings at this time but would like to get a new eligibility list created in early 2022.

There was a brief discussion regarding the wording on the Chief Examiner Job Description. Commissioner Bechtholt suggested removing the word "desired" because he considered it redundant. Commissioners Harrison and Koerger wanted to leave it as is.

MOVED BY HARRISON, SECONDED BY KOERGER, TO APPROVE THE NEW CHIEF EXAMINER/SECRETARY JOB DESCRIPTION. UPON VOTE, MOTION CARRIED UNANIMOUSLY.

MOVED BY BECHTHOLT, SECONDED BY KOERGER TO APPROVE THE NEW CHIEF EXAMINER/SECRETARY EVALUATION PROCESS. UPON VOTE, MOTION CARRIED UNANIMOUSLY.

CORRESPONDENCE

Law Enforcement Torch Run for Special Olympics Washington elected to award Chief Cheesman as the 2021 Chief of the Year recipient. The letter was read aloud by Commissioner Koerger. Congratulations Chief!

COMMITTEE REPORTS

None.

**PAYROLL
CERTIFICATION**

MOVED BY HARRISON, SECONDED BY KOERGER TO APPROVED THE PAYROLL CERTIFICATION FOR DECEMBER 2021. UPON VOTE, MOTION CARRIED UNANIMOUSLY.

EXECUTIVE SESSION

None.

ADJOURNMENT

MOVED BY HARRISON, SECONDED BY KOERGER TO ADJOURN THE MEETING AT 4:18 PM. UPON VOTE, MOTION CARRIED UNANIMOUSLY.



CHAIRMAN, CIVIL SERVICE COMMISSION



CHIEF EXAMINER MICHELLE THOMAS