

Longview Civil Service Commission
Regular Meeting Agenda
June 7, 2022– 4:00 p.m.
Longview City Hall

CALL TO ORDER & ROLL CALL – Commission Chair Hal Mahnke
Commissioner Steve Morrill
Commissioner Matt Schlecht
Secretary/Examiner Marjorie Pedersen

APPROVAL OF MINUTES –
Regular Meeting Minutes: May10, 2022

AUDIENCE COMMENTS*

POLICE BUSINESS

Police Services Technician (CSO) eligibility list
Entry-Level Police Officer eligibility list
Lateral Police Officer eligibility list

Request for Civil Service Rule Change: 7.1.1
Request for Civil Service Rule Change: 7.4

FIRE BUSINESS

None

OTHER

None

NEXT MEETING

Next Regular Meeting: July 5, 2022 4:00pm – Small Conference Room, Longview City Hall

ADJOURNMENT

***AUDIENCE PARTICIPATION:**

At the time that the commission chair announces the agenda item entitled “Audience Comments” members of the audience may comment on any matter not listed on the meeting agenda. Comments are limited to three (3) minutes per person. Audience members addressing the commission who are not specifically scheduled on the agenda should sign in on the sheet provided by the Secretary and are requested to give their name and address for the record, and limit their remarks to three (3) minutes; unless that individual is representing a group in which case the speaker will limit remarks to five (5) minutes.

The Commission Chair may permit audience members to comment on individual meeting agenda items at the appropriate times during the regular Commission meeting as a part of the Commission’s discussion or consideration of such item. Audience members are not permitted to make comments on any agenda item until the Commission Chair recognizes the audience member seeking to make comment, and all comments should be limited to three (3) minutes unless the speaker is representing a group in which case the speaker will limit comments to five (5) minutes.

**CITY OF LONGVIEW
CIVIL SERVICE COMMISSION
Minutes of the Regular Meeting May 10, 2022
Meeting was held in person and via Zoom**

PRESENT: Commissioners: Commission Chair Hal Mahnke
Commissioner Matt Schlecht
HR Director Chris Smith filling in for Secretary/Examiner
Marjorie Pedersen

City Staff: Robert Huhta, Police Chief
Jim Kambeitz, Fire Chief

Audience Members: Dave Lamb
Aaron Flemens

CALL TO ORDER & ROLL CALL

The meeting was called to order by Commission Chair Mahnke at 4:05pm

APPROVAL OF MINUTES:

A motion was made by Commissioner Schlecht and seconded by Commission Chair Mahnke to approve the regular meeting minutes of April 5, 2022. **Motion passed 2-0.**

AUDIENCE COMMENTS:

None.

POLICE BUSINESS:

Chief Huhta presented a request for a rule change to rule 3.2. This added the Public Disclosure Analyst position to the list of civilian employees. Commissioner Schlecht made a motion to approve the eligibility list and seconded by Commission Chair Mahnke. **Motion passed 2-0.**

Chief Huhta presented a request for a rule change to rule 7.6.13. This details the qualifications of the Public Disclosure Analyst position. Commissioner Schlecht made a motion to approve the eligibility list and seconded by Commission Chair Mahnke. **Motion passed 2-0.**

Chief Huhta presented a potential rule change to rule 7.4 regarding the education requirement for Lateral Police Officers to the Commissioners for consideration. The Commissioners agreed to have Chief Huhta bring back new language to the June meeting.

FIRE BUSINESS:

Chris Smith presented the Fire Lieutenant eligibility list to the Commissioners. Commissioner Schlecht made a motion to approve the eligibility list and seconded by Commission Chair Mahnke. **Motion passed 2-0.**

APPEALS/WAIVERS:

None

OTHER:

None

ADJOURNMENT:

With no further business before the Commission, Commissioner Schlecht made a motion to adjourn seconded by Commission Chair Mahnke. **The motion passed 2-0** and the meeting adjourned at 4:35pm.

NEXT MEETING:

The next regularly scheduled meeting will be held on **June 7, 2022 at 4:00** pm at City Hall.

Approved:

Attest:

Hal Mahnke, Commission Chair Date

Marjorie Pedersen, Date
Civil Service Secretary/Examiner



Police Services Technician (CSO) Eligibility List

Oral Boards: 5/26/22

Certified: 6/7/22

<u>Rank (# of 2)</u>	<u>Candidate</u>	<u>Oral Board Average</u>	<u>Date on List</u>
1	Angela Barbo	79	6/7/2022
2	Rani Hunter	73	6/7/2022



Entry-level Police Officer Combined Eligibility List June 2022

Written & Physical Ability Tests: Administered by PublicSafetyTesting

Oral Boards held: 12/2/21, 3/22/22, 3/29/22, 6/1/22

Certified on: 6.7.22

Rank (# of 5)	Candidate	Oral Board Average 50%	Written Score 50%	Combined Average	Veteran's Declaration	Total Score	Date Placed on List
1	Tyson Dykes	70.67	80.41	75.54	7.55	83.09	6/7/22
2	Michael Kersey	71.00	85.06	78.03	0.00	78.03	6/7/22
3	Evan Teig	72.67	79.44	76.05	0.00	76.05	4/5/22
4	Madeline Huntington	73.00	77.03	75.02	0.00	75.02	6/7/22
5	Kyle Souvenir	73.00	72.51	72.76	0.00	72.76	12/7/21

NOT PASSING

NA	Easton Henson	52.67	NA	NA	NA	0.00	Not Passing
NA	Sean Dawkins	69.67	NA	NA	NA	0.00	Not Passing
NA	Jack Slape	60.33	NA	NA	NA	0.00	Not Passing
NA	Thomas Sattler	65.33	NA	NA	NA	0.00	Not Passing
NA	Benjamin Hannan	58.00	NA	NA	NA	0.00	Not Passing
NA	Zachary Kemp	58.33	NA	NA	NA	0.00	Not Passing
NA	Jessiah Murphy	44.00	NA	NA	NA	0.00	Not Passing



Lateral Police Officer Eligibility List
June 7, 2022

*Physical Ability Test: Administered by Longview Police Dept.
 Oral Board held 3/22/22, 6/1/22*

certified

Rank (# of 1)	Candidate	Oral Board Avg. 50%	Experience Score 50%	Combined Avg	Veteran's Declaration	Total Score	Date Placed on List
1	Bryan Benes	82.70	85.00	83.85	0.00	83.85	6/7/2022

Not Passing							
NP	Taylor Shelton	69.4	NA	NA	NA	NA	NA



Civil Service Rule

Proposed Change Form

Section 1: Requestor Information

Group or Individual Submitting:	Police Chief Robert Huhta	Date Submitted:	06/07/2022
Address:	1351 Hudson Street	Phone Number:	(360) 442-5800
City:	Longview	Cell Number:	(360) 353-6908
State/Zip:	WA 98632	E-mail Address:	robert.huhta@ci.longview.wa.us

Section 2: Current Civil Service Rule:

Rule Number: 711

Current Rule Text:

7. Qualifications of Applicants

Section 3: Proposed Change

Proposed Change to the Rule:

7.1.1 CHANGE language to the following: Lateral entry applicants for Police Officer are subject to the same minimum qualification requirements as entry level applicants as described herein except that, during a continuous lateral-only recruitment, law enforcement experience may be accepted in lieu of the college education requirement if said work experience (Minimum 5 years) is determined to provide the necessary knowledge and abilities for the position. Lateral entry applicants shall be in possession of a basic law enforcement qualification certificate or equivalent, issued by the state in which he/she attended the basic law enforcement academy. Lateral entry applicants shall have no breaks in continuous law enforcement service of more than sixty (60) months.

Section 4: Reason for Rule Change (may attach additional pages in needed or backup documents)

1. Describe for the commission the purpose for changing the rule?

See attached

2. Are you referencing other civil service commission's that use a similar or same rule? If so, please provide the name of the agency, copy of the rule, and contact information for the individual (s) who provided information about this rule.

See attached

3. Are there any other factors you want the commission to consider when evaluating this rule change proposal?

See attached



Civil Service Rule

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City:	Longview	Cell Number:	(360) 353-6908
State/Zip:	WA 98632	E-mail Address:	robert.huhta@ci.longview.wa.us

Section 2: Current Civil Service Rule:

Rule Number: 7.4

Current Rule Text:

7. Qualifications of Applicants

Section 3: Proposed Change

Proposed Change to the Rule:

7.4 CHANGE language to the following: No applicant (excluding lateral applicants) shall be appointed to the position of Police Officer who has not earned an Associate Degree from an acceptable college or university. A waiver of this requirement for appointment may be granted when an applicant has a high school diploma or its equivalent; and meets at least one of the following criteria:

1. Completed at least one (1) year (45 quarter hours or 30 semester units or equivalent) of college level course work from an acceptable college or university, or
2. A minimum of two (2) years of military service, or
3. At least twelve (12) months of public sector criminal justice corrections work experience.

Section 4: Reason for Rule Change (may attach additional pages in needed or backup documents)

1. Describe for the commission the purpose for changing the rule?

The education waiver would only apply to entry level applicants (changes requested to 7.1.1) If changes in 7.1.1 are approved, then 7.4 would need to be updated to remove the waiver requirement for lateral officers.

2. Are you referencing other civil service commission's that use a similar or same rule? If so, please provide the name of the agency, copy of the rule, and contact information for the individual (s) who provided information about this rule.

Police staff researched cities of similar size in WA. Bremerton, Puyallup, Edmonds, Lynnwood, Walla Walla, Des Moines, Bothell, Issaquah, Lake Stevens do not require an AA degree. Nearby cities of Vancouver, Kelso, Cowlitz County Sheriff's Office & Woodland do not require an AA degree.

3. Are there any other factors you want the commission to consider when evaluating this rule change proposal?

Section 4

1. Describe for the Commission the purpose of changing the rule?

This rule change would remove the AA college requirement for lateral police applicants.

In evaluating what the minimum qualifications needed to be successful as a police officer, we looked at the definition of minimum qualifications. Minimum qualifications typically represent the knowledge, skills and abilities necessary to perform the duties of the position as it is performed today.

The training, knowledge and experience gained by working as a law enforcement officer for another police department is equivalent to and/or exceeds the knowledge obtained in 2 years of college. The 18 week (720 hour) police academy is rigorous both academically and physically. In addition, lateral officers complete a 14 week field training program (after the academy) that adds to their education, knowledge and skills that are specific to the field of law enforcement. The education obtained through the police academy coupled with the field training officer program is beyond the minimum educational level needed to be successful as a police officer.

In addition the 12 month probationary period for lateral officers provides enough time to determine if the applicant is capable of meeting the position requirements for a police officer.

2. Are you referencing other civil service commission's that use a similar or same rule? If so, please provide the name of the agency, copy of the rule, and contact information for the individual (s) who provided information about this rule.

Police staff researched cities of similar size in WA. Bremerton, Puyallup, Edmonds, Lynnwood, Walla Walla, Des Moines, Bothell, Issaquah, Lake Stevens do not require an AA degree. Mt. Vernon & Wenatchee were the only cities of similar size that require an AA. Nearby cities are often our competitors for applicants. Nearby cities of Vancouver, Kelso, Cowlitz County Sheriff's Office & Woodland do not require an AA degree. Most agencies of our size have several police officer position openings and we are all competing for the same small group of candidates. By removing the AA education requirement for laterals, we would be as competitive as all of the other agencies who do not have an AA requirement.

3. Are there any other factors you want the Commission to consider when evaluating this rule change proposal?

LPD currently has 2 vacant police officer positions. We have a scheduled retirement in September. We have 3 lateral applicants without a college degree who are interested in applying with LPD if they did not have to obtain a college degree. A college degree is not a measure of success for a lateral police officer. We are in need to qualified applicants NOW.