

City of Tacoma Civil Service Board MEETING MINUTES

Date and Time: April 7, 2016 at 5:00 p.m.
Location: Tacoma Municipal Building Council Chambers
Chair: Beckie Summers
Coordinator: Wendy Hobson

Call to Order:

The Civil Service Board meeting was called to order in the City Council Chambers of the Tacoma Municipal Building by Chair Summers. Board Members Sexton, Hansen and Heller were present.

Chair Summers announced that there will not be a study session this evening as previously scheduled.

Approval of Minutes:

Board Member Sexton motioned to approve the minutes of February 4, 2016. The motion to approve was seconded by Board Member Hansen.

A VOICE VOTE WAS TAKEN TO APPROVE THE FEBRUARY 4, 2016 MINUTES: 3 AYES, 0 NAYS, 0 ABS. THE MINUTES WERE APPROVED AS WRITTEN.

Communication for Information: *None*

Action on Matters Still Pending / New Business: Chair Summers advised that there is a motion to dismiss although not yet before the Board in the matter of Sean O'Brien and Aaron Setunsky which has been scheduled for hearing on May 5, 2016. The Chair also advised that pending the outcome of the motion to dismiss it has been requested by Counsel that the matter be scheduled for hearing as soon after May 5, 2016 as possible.

Consideration of Matters Set For Public Hearing: *None*

Civil Service Coordinator Report: *None*

Human Resources Director Report / Requests:

Human Resources Director, Joy St. Germain presented approved list extensions for Water Service Mechanic, Engineering Technician III and Customer Service Representative Technical. Director St. Germain also approved a list abolishment for Railway Track Maintenance Worker.

Director St. Germain introduced Human Resources Analyst, Rodney Croston to present a Request for Waiver of Competitive Exam to permanently appoint Christopher Nomura into the Fabrication Welder classification.

Board Member Sexton motioned to approve the permanent appointment of Christopher Nomura into the classification of Fabrication Welder. The motion was seconded by Board Member Heller.

A VOICE VOTE WAS TAKEN: 3 AYES, 0 NAYS, 0 ABS. THE MOTION PASSED.

Mr. Croston presented a Request for Waiver of Competitive Exam to permanently appoint Shawna Gravatt into the Office Assistant classification.

Board Member Sexton motioned to approve the permanent appointment of Shawna Gravatt into the Office Assistant classification. The motion was seconded by Board Member Hansen.

Board Member Heller asked if Ms. Gravatt had gone through the competitive process.

A VOICE VOTE WAS TAKEN: 3 AYES, 0 NAYS, 0 ABS. THE MOTION PASSED.

Comments by Board Members: Chair Summers inquired about the meter replacement program and shared her positive experience with "Heidi" who was the Technician. Chair Summers would like more information on the program that "Heidi" was hired into as it no longer exists. Director St. Germain will follow up on this request.

Comments by the public: *None*

Adjournment: Motion to adjourn by Board Member Heller. Meeting adjourned at 5:17 PM

ATTEST:



Wendy Hobson
Civil Service Coordinator



Beckie Summers
Chair