

## **City of Tacoma Civil Service Board MEETING MINUTES**

**Date and Time:** September 1, 2016 at 5:00 p.m.  
**Location:** Tacoma Municipal Building, Room 248  
**Chair:** Beckie Summers  
**Coordinator:** Wendy Hobson

### **Call to Order:**

The Civil Service Board meeting was called to order in Room 248 of the Tacoma Municipal Building at 5:00PM by Chair Summers. Board Members Sexton, Hansen and Heller were present.

### **Approval of Minutes:**

Board Member Sexton motioned to approve the August 4, 2016 minutes as written. The motion was seconded by Board Member Heller.

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

### **Communication for Information:**

A letter addressed to the Board dated August 4, 2016 from Tulane Seville regarding candidacy for Tacoma Police Officer – Entry Level. Civil Service Coordinator Wendy Hobson advised that this was put in the agenda packets for information only and that Director St. Germain has additional information to share with the Board. Director St. Germain shared that this appeal is still under the review of the Tacoma Police Department.

### **Action on Matters Still Pending / New Business:**

Formal adoption of the Findings of Fact and Conclusions of Law in the Matter of Lt. Aaron Setunsky and Lt. Sean O'Brien. Counsel to the Board Jennifer Taylor advised the Board that a motion to approve the Findings of Fact and Conclusions of Law as written is needed followed by Board Members signing the document.

Board Member Sexton motioned to approve the findings as written.

Board Member Hansen questioned two number fives in the document.

A VOICE VOTE WAS TAKEN: 3 AYES, 0 NAYS, 0 ABS. THE FINDINGS OF FACT AND CONCLUSIONS OF LAW IN THE MATTER OF LT. AARON SETUNSKY AND LT. SEAN O'BRIEN WERE FORMALLY ADOPTED.

**Civil Service Coordinator Report:**

Ms. Hobson shared that Line Electrician Konstantin Pavenko completed his training in the Apprenticeship Program and was asked to report back this information back to the Board.

**Human Resources Director's Report and Requests:**

Director St. Germain shared five requests for list extension which she had approved. Board Member Heller asked if there were typos in a couple of these requests as some indicated the number of positions estimated to be filled was zero. Director St. Germain indicated that sometimes departments have anticipated retirements and wish to extend the lists but that she would check into it further and report back.

Director St. Germain then shared details on a request to abolish the list for Police Officer Recruit. She shared that a new list has been established and that this current list had been exhausted. Chair Summers requested that a copy of the newly established list be sent to her.

Board Member Sexton expressed both disappointment and concern for the 94 people who were not hired off the list which has been abolished stating that there were good people on that list who have gone to other jurisdictions. He asked if there was any information on these people that have been removed from the list and if they were hired someplace else. Director St. Germain suggested that she and the HR Analyst take time to describe the recruitment process in detail at a later date.

Director St. Germain introduced new Human Resources Manager Rhonda Kelly to the Board. Ms. Kelly shared her background and experience with the Board.

**Comments by the Public:**

Lt. Setunsky with the Tacoma Fire Department asked for clarification of what the effective date would be for the Captain's promotional list based on tonight's adoption of the findings. Ms. Taylor directed the question to Director St. Germain.

Board Member Heller asked if there had been any hires from the list since the date the Board voted on the outcome of the hearing.

Board Member Hansen asked Lt. Setunsky if he felt he should have been one of the two who were appointed to Captain from this list. Lt. Setunsky answered no.

Director St. Germain asked Lt. Setunsky for clarification on his question. Lt. Setunsky shared concern of the list running out of time with him being sixth on the list. Director St. Germain requested that she have time to further review the question regarding the effective and what it should be and report back to the Board and to Lt. Setunsky. Chair Summers asked that once this has been confirmed she would like it to be sent out to all concerned.

Brian Hardy of Tacoma Fire came forward and asked about the process of the Captain's promotional exam with respect to Lt. Ed Gregory's complaint. He asked how it was demonstrated that the process was flawed. Board Member Heller explained the process that the Board went through regarding the

appeal that was filed and that Lt. Gregory filed his complaint through a different process. Mr. Hardy stated that Lt. Gregory did file a complaint and followed the process. Mr. Hardy then asked who made the decision to remove the work plan from the material. Director St. Germain explained the process and what she considered in making the decision that she did. Mr. Hardy then asked if there were irregularities with the Battalion Chief promotional exam process and stated that there have been two extremely flawed processes in a row. Director St. Germain assured that the process has been looked at and changes have been made going forward.

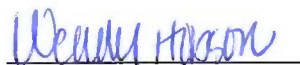
Lt. Ed Gregory approached and shared with the Board the process he followed to file his complaint adding that he followed the process to the letter of the law. He expressed his disappointment stating he was the original complainant and would like to know what happened to his complaint. He further stated he followed the rules as instructed and was instructed wrong. Board Member Heller stated that the Board cannot take action on what has not come before them and shared other avenues available in which Lt. Gregory could seek resolution to his complaint. Board Member Hansen added that if anyone felt that the process was flawed and had suggestions on how to improve the process that he felt it could be addressed with the Human Resources Department and to whoever is drafting the questions.

**Comments by the Board:**

Board Member Hansen asked if there was going to be a study session on Residency. Chair Summers asked that this be put on the agenda for the October agenda.

**Meeting adjourned at 5:37PM**

**ATTEST:**



Wendy Hobson  
Civil Service Coordinator



Beckie Summers  
Chair