

City of Tacoma Civil Service Board MEETING MINUTES

Date and Time: January 5, 2017 at 5:00 p.m.
Location: Tacoma Municipal Building, Council Chambers
Chair: Beckie Summers
Coordinator: Karen Short

Call to Order:

The Civil Service Board meeting was called to order in Council Chambers of the Tacoma Municipal Building at 5:01PM by Chair Summers. Board Members Sexton, Hansen, Heller and Andrews were present.

Approval of Minutes:

BOARD MEMBER SEXTON MOTIONED TO APPROVE THE MINUTES OF NOVEMBER 3, 2016 AND DECEMBER 15, 2016. BOARD MEMBER HANSEN SECONDED THIS MOTION.

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

A VOICE VOTE WAS TAKEN TO APPROVE THE DECEMBER 15, 2016: 3 AYES, 0 NAYS, 1 ABS. BOARD MEMBER HELLER OBSTAINED AS SHE WAS NOT PRESENT FOR THE DECEMBER 15, 2016 MEETING. THE MINUTES WERE APPROVED AS WRITTEN.

Action on Matters Still Pending / New Business:

Coordinator, Karen Short advised that the items listed on the agenda are reminders of hearings that are scheduled.

Human Resources Director's Report and Requests:

Human Resources Director Joy St. Germain shared list extensions which she had approved for Customer Service Representative and Senior Environmental Technician, Promotional. Director St. Germain also shared three requests to abolish lists which she had approved for Senior Buyer, IT Analyst Senior Technical (CSP) Senior Systems Administrator and Program Development Specialist, Community Services Division.

Board Member Sexton questioned the number of applicants requested to be removed from the Customer Service Representative list, specifically if the number of Tacoma residents asked to be removed was four. Director St. Germain confirmed the math indicates that is correct.

Board Member Sexton questioned the list extension for Senior Environmental Technician, Promotional asking if there were employees not on this list who fall into this category. Director St. Germain briefly

explained the process and indicated that this was a topic that would be covered at the study session following the meeting this evening.

Board Member Sexton shared his disappointment in that there were nineteen City of Tacoma residents on the list being abolished for Program Development Specialist, Community Services Division.

Director St. Germain then introduced Human Resources Analyst Rodney Croston to present a request for a temporary appointment of Office Assistant Stephanie Perez.

BOARD MEMBER SEXTON MOTIONED TO APPROVE THE REQUEST FOR TEMPORARY APPOINTMENT OF OFFICE ASSISTANT STEPHANIE PEREZ.

A VOICE VOTE WAS TAKEN: 4 AYES, 0 NAYS, 0 ABS. THE REQUEST TO EXTEND THE TEMPORARY APPOINTMENT OF STEPHANIE PEREZ WAS APPROVED.

Director St. Germain introduced Human Resources Analyst Lynn Stehr to present a Waiver of Competitive Exam for Guy Bollinger, IT Analyst Senior Technical.

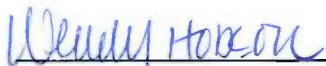
BOARD MEMBER SEXTON MOTIONED TO APPROVE THE REQUEST THE WAIVER OF COMPETITIVE EXAMINATION FOR IT ANALYST SENIOR TECHNICAL, GUY BOLLINGER.

A VOICE VOTE WAS TAKEN: 4 AYES, 0 NAYS, 0 ABS. THE REQUEST FOR WAIVER OF COMPETITIVE EXAMINATION FOR GUY BOLLINGER, IT ANALYST SENIOR TECHNICAL WAS APPROVED.

Chair Summers announced a study session immediately following would convene in the conference room next door.

MEETING WAS ADJOURNED AT 5:20PM

ATTEST:



Wendy Hobson
Civil Service Coordinator



Beckie Summers
Chair