



**CIVIL SERVICE MEETING MINUTES - DRAFT**  
**Wednesday, January 10, 2018, 5:15 PM**  
**Fire Station 42, 4321 NW Parker Street**

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**I. CALL TO ORDER**

The meeting was called to order at 5:23 p.m.

Present: Brody Barnes and Lynn Valenter

Excused: Ron Goodpaster

Staff: Jennifer Gorsuch, Cliff Free, Kacie Jones and Mitch Lackey

**II. MINUTES TO BE APPROVED**

- A. Approved the October 3, 2017, Civil Service Commission meeting minutes.

**It was moved by Barnes, seconded by Valenter, that the October 3, 2017, Civil Service Commission Minutes be approved. The motion carried unanimously.**

**III. MEETING ITEMS**

- A. Appointment of Civil Service Examiner Position

Presenter: Jennifer Gorsuch, Administrative Services Director

Gorsuch presented an overview and proposed that Jones be made the interim examiner. Statute requires that this vacancy be announced internally to Fire and Police departments. This item will be placed on the February 14, 2018 Civil Service Commission agenda for the Commission's consideration.

**It was moved by Valenter, seconded by Barnes, to appoint Kacie Jones as interim Secretary until a permanent examiner is appointed. The motion carried unanimously.**

- B. Fire Department-Requested to Test- Entry and Lateral Firefighter/Paramedic Exam

Presenter: Cliff Free

Free provided an overview about anticipated vacancies in the upcoming year. There are no changes in the conditions or language of the hiring announcement and is requesting to use the same process as previous years.

**It was moved by Barnes, seconded by Valenter, to approve the request to test for entry and lateral Fire Fighter/Paramedic. The motion carried unanimously.**

C. Fire Department - Requested to Test: Promotional Captain Exam

Presenter: Cliff Free, Chief

Free provided an overview about anticipated vacancies in the upcoming year. There are no changes in the conditions or language of the hiring announcement and is requesting to use the same process as previous years.

**It was moved by Barnes, seconded by Valenter, to approve the request for promotional Captain exam. The motion carried unanimously.**

D. Request to Test for Police Records Clerk II

Presenter: Mitch Lackey, Police Chief

Lackey provided an overview of the Police Records Clerk II hiring process. Police requests to use the same process as previously used for the full-time position.

**It was moved by Barnes, seconded by Valenter, to approve the request to test for Police Records Clerk II. The motion carried unanimously.**

**IV. OTHER ITEMS**

There were no other items.

**V. REPORTS**

There were no reports.

**VI. ADJOURNMENT**

The meeting adjourned at 5:45 p.m.

Respectfully submitted:

Kacie Jones  
Interim-Secretary

NOTE: The City of Camas welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that persons with special needs have opportunities to participate. For more information, please call (360) 834-6864.