

CIVIL SERVICE COMMISSION REGULAR MEETING MINUTES
July 14, 2014
5:30 PM

PRESENT: Lee M. Higgins, Chair
Marilyn Sessions, Member
Ken Hodar, Member

ALSO PRESENT: Elizabeth Zorc, HR Manager, City of Kent

CALL TO ORDER

The regular meeting of Civil Service Commission was called to order at 5:30 PM on July 14, 2014 by Lee M. Higgins, Chair of the Commission. Roll call was taken, and all members were present.

Minutes from the April 8, 2014 and June 26, 2014 meetings are incomplete and could not be approved.

Chair Higgins stated the Civil Service Coordinator position was on hold status.

Chair Higgins reported Kent PD needed to establish an eligible list and Pat Ramsey & Assocs has sent in a proposal to do the testing and read the proposal to the commission.

He also stated the date of August 14, 2014 was not feasible and he would contact her for another date. There would not be adequate time for positing at this point and we would need a couple more weeks.

Chair Higgins reported the Water Plant Operator test was complete and raw test scores ranged from 73 to 88. Our City had 8 applicants, 8 showed up for the test, and 8 passed. He had not yet applied military credit as appropriate. He will do so and put a list together from the final scores.

City HR Manager Zorc reported in addition to the Repair Operator that will be needed there will also be a need for a Central Maintenance position and a Code Enforcement Officer due to bidding that will take place.

The Commission went into executive sessions at 6:00pm and returned at 6:15pm.

Hearing no further business before this Commission, Chair Higgins adjourned this meeting at 6:16 p.m.

Minutes approved: _____

Lee M. Higgins
Chair

Marilyn Sessions
Member

Kenneth Hodar
Member