

City of Wapato
Civil Service Commission
205 S Simcoe Ave
Wapato, WA 98951
Municipal Courtroom

July 26, 2017

Meeting called to order by Chairperson Erica Vela at 6:31 PM

Roll Call: Erica Vela, Maria Tellez, Myrtle Lopez,(absent unexcused)
Secretary Nona Jacobs-Cook

Minutes to the April 10, 2017 meeting approved as written.

Correspondence N/A

Old business N/A

New Business: Chief Simmons gave background information on Code Enforcement/ACO officer. After testing, Carlo Stephas will be the new officer for the City of Wapato leaving a position open in the jail.

Correction position to be advertised

Chief Simmons requested permission from the Civil Service Commission to use a written test along with a physical and oral interview.

Applications close: August 14, 2017
Written test: August 15, 2017
Oral Interviews: August 16, 2017

Civil Service board approved Chief Simmons request to use a written test.

Next Civil Service Meeting will be August 23, 2017 for the board to validate and updated a new correction listing.

Chief Simmons explained that he would like to proceed with a Sgt. exam in September. Testing will involve Modified questions written and oral. He is working towards a 3rd Sgt's position. He would like to start the process around September 13, 2017.

Chief Simons updated the board on the jail contracts.

Next Meeting will August 23, 2017 in the courtroom of Wapato Municipal Court
at 6PM

Meeting Adjourned at 6:37 pm

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Nona", with a stylized flourish at the end.

Nona Jacobs-Cook
Secretary/Chief Examiner