

Meeting Summary/Meeting Minutes

April 15, 2026

8:00am

City Hall and MS Teams

Commissioners/Board Members Present:

Virginia Chapman, Larry Smith, Kevin Todd, Deborah Hall and Jerome Armstrong

Staff Present: Megan Sarvela and Jacqueline Cruz, HR and Deb Wechselblatt, Law

Department Representative Present: JD Drake (Fire) and Troy Price (Police)

1) CALL TO ORDER AND ROLL CALL

April 15, 2026, meeting of the Civil Service Commission was called to order at 8:02 am by Chairperson Chapman.

2) APPROVAL OF MINUTES

Motion made by Commissioner Smith and seconded by Commissioner Armstrong to approve the minutes of March 18, 2026 regular commission meeting. Motion passed unanimously.

3) COMMUNICATIONS

A) REPORTS FROM THE SECRETARY EXAMINER

- i) Lateral/Entry removal from eligibility lists.

B) COMMISSION REPORTS

- i) Fire Chief Drake announced Deputy Fire Chief Tony Fletcher's retirement in June.

Members

Chairperson

Virginia Chapman

Commissioners

Deborah Hall

Kevin Todd

Larry Smith

Jerome Armstrong

To request accommodation or other formats, please contact:

Megan Mairs | 360-487-8402 | TTY: 711 | megan.mairs@cityofvancouver.us

The fire academy started with 21 recruits and now down to 18. The recruitment has started for another academy in Spring 2027.

- ii) Police Chief Price communicated that he will be bringing a request for a rule change of the rule of 3 be changed to rule of 5 for supervisory and management positions soon if a change can be made to the VMC.

C) Commissioner Reports

- i) Informational Briefing: Classification and the Police Records Specialist Class Specification – Jerome Armstrong
- ii) Police Records Specialist Class Specification/Vacancy Notice – Jerome Armstrong

4) NEW BUSINESS

ITEM A: CERTIFY ENTRY LEVEL POLICE OFFICER ELIGIBILITY LIST

Item Summary and Related Discussion

Approved and certified

ITEM B: CERTIFY LATERAL POLICE OFFICER ELIGIBILITY LIST

Item Summary and Related Discussion

Approved

5) CITIZEN FORUM:

None

6) ADJOURNMENT:

April 15 2026, Civil Service Commission meeting was adjourned at 8:08am by Chairperson Chapman via Teams and in-person.

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Virginia Chapman, Chairperson

