CITY OF Vancouver WASHINGTON

Civil Service Commission

Meeting Summary/Meeting Minutes

March 19, 2025
8:00am
City Hall and MS Teams

Commissioners/Board Members Present:
Virginia Chapman, Kevin Todd, Deborah Hall, and Larry Smith

Commissions/Board Members Absent:
Sandra Topalovic

Staff Present: Lee Lofton, HR, Dan Lloyd, CAO, and Megan Mairs HR

Department Representative Present: Tony Fletcher (Fire) and Troy Price (Police)

Guests: Dean Tracy and Jacqueline Cruz

1) **CALL TO ORDER AND ROLL CALL**

March 19, 2025, meeting of the Civil Service Commission was called to order at 8:01 am by Chairperson Chapman.

2) **APPROVAL OF MINUTES**

Motion made by Commissioner Smith and seconded by Commissioner Todd to approve the minutes of February 19, 2025 regular commission meeting. Motion passed unanimously.

3) **COMMUNICATIONS**

A) **REPORTS FROM THE SECRETARY EXAMINER**

i) Lateral/Entry removal from eligibility lists.
ii) No updates

Members

Chairperson
Virginia Chapman

Commissioners
Deborah Hall
Sandra Topalovic
Kevin Todd
Larry Smith

B) COMMISSION REPORTS

i) Deputy Fire Chief Fletcher informed the commission the department promoted 4 Captains from the eligibility list and 2 temporary appointments.

ii) Police Chief Price informed the commission that the Sergeants list is set to expire in June and that the Lieutenant list will likely expire after the promotions are made.

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 and certified

ITEM C: CERTIFY POLICE RECORDS SPECIALIST ELIGIBILITY LIST

Item Summary and Related Discussion
Approved and certified

ITEM D: CERTIFY DEPARTMENT HUMAN RESOURCES GENERALIST ELIGIBILITY LIST

Item Summary and Related Discussion
Approved and certified

ITEM E: CERTIFY POLICE LIEUTENANT ELIGIBILITY LIST

Item Summary and Related Discussion
Approved and certified

Approved and certified

5) CITIZEN FORUM:

None

6) ADJOURNMENT:

The March 19, 2025, Civil Service Commission meeting was adjourned at 8:11am by Chairperson Chapman via Teams and in-person.

Virginia Chapman, Chairperson