

Civil Service Commission

February 9, 2011

2:45 pm

MINUTES

1. Meeting was called to order by chair, Jan Tepper.
2. Roll Call was taken. Commission members present: Jan Tepper, John Norby. Absent: Dick Sutton. Also present: Mayor Samuelson, Chief Herzberg, Office Heston, Acting Clerk Annette Andrews-Lux.

3. Police Chief Retirement/Open Position

Chief Herzberg presented a copy of his resignation letter submitted 12/20/10. He advised the commission members of a change of departure date from what was indicated in the letter. The date of 3/2/11 is now changed to 2/28/11.

Jan Tepper acknowledged the letter and, with regret and all good wishes, accepted the resignation.

Chief Herzberg provided some background regarding the 2011 budget that informed the Mayor on how to move towards filling the open position of police chief. Essentially the City does not have the cash on hand to meet the payments due to Chief Herzberg upon his retirement, as well as meet the salary requirements of a new permanent chief. The recommendation was made to pursue a temporary 6 month hire from among our current officers until additional funds were available to pursue a permanent hire.

4. Temporary Appointment for Acting Chief

The three current officers were invited to submit a letter of interest in this appointment. One letter was received- from Officer Randy Heston. A copy of this letter of interest was submitted. Chief Herzberg stated that Officer Heston meets all eligibility requirements as stated in the RCW, and the Mayor recommends the support of the commission regarding this 6 month appointment with the possibility of a second 6 month extension.

5. Discussion

John Norby asked to make note that he hopes that Randy's willingness to serve in this extra capacity and his sacrifice of wages will be taken into account when the position is open for a permanent hire. He recognizes and values Randy's contribution and the experience he brings.

Jan Tepper asked some clarifying question regarding any changes to Randy's accrual of service time and the expected salary increase, noting that it was quite modest. She asked about the impact of having one less officer and was told that it would be most felt in times of sickness, vacation and training. One factor that is still to be determined is the financial impact of the recent increase in the Island County Reserve Officers pay. More overtime was added into the budget but does not reflect this increase in pay rate.

6. John Norby moved to approve the 6 month appointment of Officer Heston to the position of Acting Police Chief to begin 3/1/2011, with the possibility of a second 6 month extension. Jan Tepper seconded the motion. Motion was approved and carried (with enthusiasm.)
7. Chief Herzberg recommended that the way of doing business where a meeting is called when and if there is an agenda item be affirmed and that the rules of the commission be duly amended.
8. John Norby recommended that appropriate uses of citizen volunteers be explored to support the lower number of active officers.
9. Norby made a motion to adjourn, seconded by Jan and meeting was adjourned.

Minutes amended and approved by Jan Tepper via email, 2/17/2011.