



## REDMOND CIVIL SERVICE COMMISSION

WEDNESDAY, MAY 19, 2021

### MEETING MINUTES

#### I. Call to Order

Commissioner Highness called the regular meeting of the Redmond Civil Service Commission to order on May 19, 2021 at 4:30 p.m. via Microsoft TEAMS meeting.

#### II. Attendance

##### Civil Service Commission

Commissioner Nancy Highness, Chair  
Commissioner Steve Gasser  
Commissioner Kerry Smith, excused

##### Staff Attendees

Tiah Branson, Chief Examiner  
Beth Simon, Administrative Specialist  
Kevin Stearns, Police Officer  
Adrian Sheppard, Fire Chief  
Jim Whitney, Battalion Chief MSA  
Kseniya Daly, HR Manager

#### III. Approval of Minutes

Motion by Commissioner Gasser, second by Commissioner Highness to approve the meeting minutes of the April 21, 2021, regular meeting. Motion passed. AU

#### IV. Public Comment

None.

#### V. New Business

Beth Simon provided the Police Department update sharing that Police Officers Curtis Moser and Jeremy Sandin separated from service as well as Public Information Officer - Police Program Coordinator Andrea Wolf-Buck. Officers Amber Lopez and Jake Crawford have graduated from the academy and have started their FTO training.

Motion by Commissioner Gasser, second by Commissioner Highness, to approve the Entry Police Officer Eligibility List. Discussion. Motion passed. AU

Motion by Commissioner Highness, second by Commissioner Gasser, to approve the Lateral Police Officer Eligibility List. Motion passed. AU

Motion by Commissioner Gasser, second by Commissioner Highness to approve the Police Sergeant Eligibility List. Motion passed. AU

Motion by Commissioner Highness, second by Commissioner Gasser to approve the Police Lieutenant Eligibility List. Motion passed. AU

Motion by Commissioner Highness, second by Commissioner Gasser, to approve the Police Program Coordinator- Public Engagement (PIO) Proposed Selection Process. Motion passed. AU

Fire Chief Adrian Sheppard provided the Fire Department update sharing that several fire staff have retired from the department this month.

Motion by Commissioner Highness, second by Commissioner Gasser, to approve the Fire Support Program Coordinator (Prevention) Eligibility List Eligibility List. Motion passed. AU

Motion by Commissioner Gasser, second by Commissioner Highness, to approve the Driver/Engineer Eligibility List. Motion passed. AU

Motion by Commissioner Highness, second by Commissioner Gasser, to approve the Deputy Fire Chief Eligibility List. Motion passed. AU

Motion by Commissioner Gasser, second by Commissioner Highness, to approve the Fire Support Admin. Asst. (Prevention) Proposed Selection Process. Motion passed. AU

Motion by Commissioner Gasser, second by Commissioner Highness, to approve the Lateral Paramedic Proposed Selection Process. Discussion. Motion passed. AU

**VI. Old Business**

Chief Sheppard shared his appreciation for the work of the Civil Service Commission on behalf of himself and the fire department.

**VII. Adjournment**

Motion by Commissioner Gasser, second by Commissioner Highness, to adjourn the Redmond Civil Service Commission meeting. Meeting was adjourned at 4:56 p.m. Motion passed. AU.

---

Nancy Highness  
Chairperson

Date

---

Tiah Branson  
Chief Examiner

Date