



Renton Regional Fire Authority
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MINUTES

Civil Service Commission Regular Meeting

4:00 P.M. – Tuesday, October 18, 2022

Conference Room A and Via Zoom Virtually (hybrid)

CALL TO ORDER

Chair Jim Matthew called the Regular Meeting to order at 4:00 p.m.

ATTENDANCE

Commissioners Present:

Jim Matthew, Chair

Sanjeev Yonzon

Ray Barilleaux, Vice Chair

Commissioners Absent:

NA

Fire Staff:

Chief Heitman

Guests:

Robbie Hyslop

Craig Soucy

Mark Seaver

Samantha Babich

EXECUTIVE SESSION

No executive session

APPROVAL OF MINUTES

Motion to approve the special meeting minutes from the September 26, 2022 Commission meeting made by Sanjeev Yonzon and Seconded by Ray Barilleaux. Carried.

PUBLIC COMMENT

Agenda modification made to move Public Comments to be after Review and Approval of Minutes.

Public Comment was given by Robbie Hyslop and Craig Soucy regarding external hiring process.

UNFINISHED BUSINESS

- Proposed Rule Change to Rule 11.03 (withholding/removing names from eligibility list) presented to commission during the last meeting. This adds language to allow flexibility to remove candidates from the eligibility list for other material reasons, subject to approval by the commission. Motion to approve rule change made by Ray Barilleaux. Seconded by Sanjeev Yonzon. Carried.

NEW BUSINESS

- Proposed Civil Service Rule Change - Rule 12.02 Length of Probationary Period (new hire firefighters). This adds language to extend new hire firefighter probationary period to start at date of hire and conclude 9 months after the first shift worked in response operations.
- Proposed Civil Service Rule Change - Rule 10.05 Duration of Eligibility Lists (Promotional List). This adds language to remove the rank of Deputy Fire Chief from the 2 year eligibility list, instead making the list to be in effect until the end of the current hiring process and may be extended by the commission upon request of the Fire Chief. The ranks of Engineer, Lieutenant, Captain and Battalion Chief remain the same with a 2 year eligibility list.
- Deputy Fire Chief Internal/External Process to Fill Open Vacancy - Rule 8.15 Promotional Examinations-Limitations. Discussion held regarding the vacant Deputy Fire Chief position to be held internally and externally to find candidates. Commissioners unanimously agreed that the RFA should hold an internal process first before opening it to external candidates. Motion made by Ray Barilleaux. Seconded by Sanjeev Yonzon. Carried.

- Deputy Fire Marshal Eligibility list presented for certification. Motion made to certify the eligibility list made by Ray Barilleaux. Seconded by Sanjeev Yonzon. Carried.
- Probationary Member termination was presented for consent. Moved by Ray Barilleaux and Seconded by Sanjeev Yonzon to consent to the discharge of one probation member per 16.09 Civil Service Rules. Carried.
- Civil Service Chief Examiner/Secretary Jennifer Zinck advised she is removing herself from the Deputy Fire Chief Promotional Process and that process will be led by Samantha Babich.

OTHER BUSINESS/COMMENTS

- Hybrid Meeting Decision was agreed to by all commissioners for the next meeting. After November 1, 2022, public meeting restrictions will be lifted.
- The next Regular meeting scheduled for November 15, 2022, 4:00 p.m.
- Advised of 1 resignation.
- Advised of 1 retirement.

ADJOURNMENT

The meeting adjourned at 4:28 p.m. Moved by Ray Barilleaux. Seconded by Sanjeev Yonzon. Carried.

Jennifer Zinck _____ Date
Civil Service Secretary/Chief Examiner