



# CIVIL SERVICE COMMISSION SILVERTON FIRE DISTRICT

## AGENDA

Regular Meeting

**September 18, 2023**

**9:00 a.m.**

*Main Station, Silvertown Fire District  
819 Railway Ave, Silvertown, 97381*

**RANDAL THOMAS  
CHAIRMAN**

**STEVEN DYE  
COMMISSIONER**

**CHRIS REDLING  
COMMISSIONER**

To Join Zoom Meeting:

<https://us02web.zoom.us/j/85410105908?pwd=Yjk2UU82SVV5Uko2MWHMTJpZ29NZz09>

Meeting ID: 854 1010 5908

Passcode: 648638

- I. CALL TO ORDER & ROLL CALL**
- II. PUBLIC COMMENT**
- III. APPROVAL OF AGENDA**
- IV. APPROVAL OF CIVIL SERVICE MINUTES**
- V. FIRE CHIEF REPORT**
- VI. CHIEF EXAMINER REPORT**
- VII. FF/EMT ELIGIBILITY LIST**
- VIII. SCHEDULE FUTURE MEETING**
- IX. ADJOURN**

**KEITH SMITH  
CHIEF EXAMINER**

**CANDACE CANTU  
CIVIL SERVICE  
SECRETARY**

**BILL MILES  
FIRE CHIEF**

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# CIVIL SERVICE COMMISSION

## MINUTES

*DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION*

### **Silverton Fire District**

9:00 A.M. August 17, 2023

Station #1 (Silverton)

**I. ROLL CALL:**

Randal Thomas, Chairman  
Chris Redling, Commissioner  
Steven Dye, Commissioner

**ABSENT:**

*All Commissioners present*

**IN ATTENDANCE:**

Chief Miles, Civil Service (CS) Secretary Cantu

**CALL TO ORDER:**

The meeting was called to order at 9:00 a.m.

**II. PUBLIC COMMENT:**

*No public comments were provided at this meeting.*

**III. APPROVAL OF AGENDA:**

Chairman Thomas called for a motion to approve the Civil Service Agenda. Commissioner Redling made a motion to approve the agenda as presented. Commissioner Dye seconded the motion. The motion passed unanimously.

*(Commissioner Dye: Aye, Commissioner Redling: Aye, Chairman Thomas: Aye)*

**IV. PUBLIC HEARING CIVIL SERVICE RULES:**

**a) Open Public Hearing**

Chairman Thomas opened the public hearing at 9:01 a.m. regarding the addendum to Civil Service Rules Rule VII, Section 1: Examination Announcements and Rule VIII, Section 1: Establishment Of Registers. Chief Miles presented and reviewed the proposed amendments with the Commission.

**b) Public Comment**

Chairman Thomas opened public comments at 9:05 a.m. No comments were provided by the public or attendees regarding the amended changes of the Civil Service Rules. Chairman Thomas closed public comments at 9:05 a.m.

**c) Close Public Hearing**

Chairman Thomas closed the public hearing regarding Civil Service Rules at 9:05 a.m.

**V. APPROVAL OF MINUTES:**

Commissioner Dye made a motion to approve the minutes of the July 6, 2023 Civil Service Commission Meeting as written. Commissioner Dye seconded the motion. The motion passed unanimously.  
(Commissioner Dye: Aye, Commissioner Redling: Aye, Chairman Thomas: Aye)

**VI. FIRE CHIEF REPORT:**

Chief Miles stated that he did not have any topics to report.

**VII. CHIEF EXAMINER REPORT:**

Chief Miles reviewed the Chief Examines report with the Commissioners. Chief Miles shared that FF/EMT position had been announced and currently had 8 applications. Chief Miles distributed the hiring timeline with the Commissioners.

**VIII. CIVIL SERVICE RULES DISCUSSION**

After brief discussion, the Commission agreed to allow the District to have flexibility when publishing vacancy announcements. Chairman Thomas called for a motion to adopt the amended language to Civil Service Rule VII, Section 1: Examination Announcements. Commissioner Dye made a motion to adopt the amended language as written. Commissioner Redling seconded the motion. The motion passed unanimously.

(Commissioner Dye: Aye, Commissioner Redling: Aye, Chairman Thomas: Aye)

After discussion amongst the Commission, Chairman Thomas called for a motion to adopt the amended language clarifying eligibility list parameters to Civil Service Rule VIII, Section 1: Establishment Of Registers. Commissioner Dye made a motion to adopt the amended language as written. Commissioner Redling seconded the motion. The motion passed unanimously.

(Commissioner Dye: Aye, Commissioner Redling: Aye, Chairman Thomas: Aye)

**IX. SCHEDULE FUTURE MEETING:**

The Commission agreed to schedule the next meeting on September 18, 2023 (tentatively) at 9:00 a.m.

**X. ADJOURNMENT:**

With no further business to come before the Commission, the meeting was adjourned at 9:43 a.m.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Chairman

# **Silverton Fire District Civil Service Commission Report**

*Submitted by: Keith Smith, Chief Examiner*

## **September 18, 2023**

### **Current Projects:**

- **FF/EMT Testing Process**

### **Meetings/Activities:**

- Missed August Civil Service Meeting-Deployed to Lookout Fire
- August 30<sup>th</sup>: FF/EMT application deadline
- August 31<sup>st</sup>: Reviewed 23 submitted applications. 7 applications didn't meet minimum qualifications for testing.
- Sept 11<sup>th</sup>: FF/EMT Exam. Five qualified candidates dropped from the process. One candidate did not show. Nine candidates were tested.
- Sept 12<sup>th</sup>: Completed scoring. Three candidates failed the exam by obtaining scores lower than 70%
- Sept 14<sup>th</sup>: Scores and rankings sent to six eligible candidates and three non-eligible candidates. The candidates have ten business days to contest their scores/ranking and 30 days to review scores.
- Plans to certify the list of Eligible on September 18<sup>th</sup> at the Civil Service Meeting



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*Silvertown Fire District • 819 Railway Ave • Silvertown • OR • 97381*

## **CIVIL SERVICE ELIGIBILITY LIST**

*for*

### **FIREFIGHTER/EMT**

1.	<u>RIVER VALDEZ-SAVAGE</u>	<u>99.21%</u>
2.	<u>JOSHUA MILLER</u>	<u>91.56%</u>
3.	<u>IAN NIKTAB</u>	<u>85.79%</u>
4.	<u>JORDYN LAWRENCE</u>	<u>85.46%</u>
5.	<u>ERIK SORENSON</u>	<u>75.38%</u>
6.	<u>TYLER SCHLAUDERAFF</u>	<u>75.00%</u>

The duration of an entrance register is limited to thirty (30) months from the date the register was certified. This list will expire on March 18, 2026.

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*Chief Examiner*

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September 18, 2023

*Date*