

MEETING MINUTES

TUMWATER CIVIL SERVICE COMMISSION
OCTOBER 9, 2025



- CONVENE:** 5:30 p.m.
- PRESENT:** Chair Blake Chard, Commissioners Wendy Moudy and Pat Schneider
- Staff: Secretary/Chief Examiner Michelle Sutherland, Deputy Police Chief Carlos Quiles, Fire Chief Brian Hurley and Deputy Fire Chief Shawn Crimmins
- APPROVAL OF MINUTES:** **Commissioner Chard moved, seconded by Commissioner Moudy, to approve the minutes of September 11, 2025, as presented. A voice vote approved the motion.**
- STATUS OF ELIGIBILITY LISTS:** Chief Examiner Sutherland reviewed the status of the eligibility lists. Active continuous lists for police and fire remain effective. There were no other changes to the lists.
- APPROVAL OF ENTRY LEVEL POLICE OFFICER ELIGIBILITY LIST:** Chief Examiner Sutherland requested to approve the Entry Level Police Officer Eligibility List.
- MOTION:** **Commissioner Schneider moved, seconded by Commissioner Moudy, to approve the Entry Level Police Officer Eligibility List as presented. Motion carried unanimously.**
- APPROVAL OF POLICE SERVICES SPECIALIST I LIST:** Chief Examiner Sutherland requested to approve the Police Services Specialist I eligibility list.
- MOTION:** **Commissioner Schneider moved, seconded by Commissioner Moudy, to approve the Police Services**

Specialist I Eligibility List as presented. Motion carried unanimously.

**APPROVAL OF
POLICE
LIEUTENANT EXAM
PLAN:**

Chief Examiner Sutherland requested to approve the Police Lieutenant Exam Plan.

MOTION:

Commissioner Schneider moved, seconded by Commissioner Moudy, to approve the Police Lieutenant Exam Plan. Motion carried unanimously.

**APPROVAL OF
POLICE
LIEUTENANT CLASS
SPECIFICATION:**

Chief Examiner Sutherland requested to approve the update to the Police Lieutenant Class Specification.

MOTION:

Commissioner Schneider moved, seconded by Commissioner Moudy, to approve the Police Lieutenant Class Specification. The commission requested a copy of the prior Class Specification to be emailed to the Commissioners.

**NEXT MEETING
DATE:**

The next meeting is scheduled on Thursday, November 13, 2025.

UPDATES:

Updates on their respective departments were given by Police Deputy Chief Quiles and Fire Chief Hurley.

ADJOURNMENT:

With there being no further business, Chair Chard adjourned the meeting at 5:54 p.m.

Prepared by Michelle Sutherland, Secretary/Examiner.