

MEETING MINUTES

TUMWATER CIVIL SERVICE COMMISSION
June 11, 2026



CONVENE:	5:30 p.m.
PRESENT:	Commissioner Chair Blake Chard and Commissioner Pat Schneider Excused: Commissioner Wendy Moudy Staff: Chief Examiner Michelle Sutherland, Police Chief Carlos Quiles, Jr. and Fire Chief Brian Hurley
CHANGES TO AGENDA:	No changes were noted.
APPROVAL OF MINUTES:	Commissioner Chard moved, seconded by Commissioner Schneider, to approve the minutes of May 14, 2026, as presented. A voice vote approved the motion unanimously.
STATUS OF ELIGIBILITY LISTS:	Chief Examiner Sutherland reviewed the status of the eligibility lists. Active continuous lists for police and fire remain effective.
APPROVAL OF ENTRY LEVEL POLICE OFFICER ELIGIBILITY LIST:	Chief Examiner Sutherland requested to approve the Entry Level Police Officer Eligibility List.
MOTION:	Commissioner Chard moved, seconded by Commissioner Schneider, to approve the Entry Level Police Officer Eligibility List as presented. Motion carried unanimously.
APPROVAL OF CERTIFIED POLICE OFFICER ELIGIBILITY LIST:	Chief Examiner Sutherland requested to approve the Certified Police Officer Eligibility List.

MOTION: Commissioner Schneider moved, seconded by Commissioner Chard, to approve the Certified Police Officer Eligibility List as presented. Motion carried unanimously.

APPROVAL OF POLICE ADMINISTRATIVE MANAGER ELIGIBILITY LIST: Chief Examiner Sutherland requested approval for the Police Administrative Manager Eligibility List.

MOTION: Commissioner Chard moved, seconded by Commissioner Schneider, to approve the Police Administrative Manager Eligibility List. Motion carried unanimously.

APPROVAL OF LATERAL POLICE OFFICER ELIGIBILITY LIST: Chief Examiner Sutherland requested to approve the Lateral Police Officer Eligibility List.

MOTION: Commissioner Schneider moved, seconded by Commissioner Chard, to approve the Lateral Police Officer Eligibility List. Motion carried unanimously.

APPROVAL OF DEPARTMENT ASSISTANT II TO ADMINISTRATIVE ASSISTANT: Chief Examiner Sutherland requested to approve a reclassification of Department Assistant II to Administrative Assistant.

MOTION: Commissioner Chard moved, seconded by Commissioner Schneider, to approve the reclassification of Department Assistant II to Administrative Assistant. Motion carried unanimously.

UPDATES: Updates were presented by Chief Hurley and Chief Quiles, Jr..

ADJOURNMENT: With there being no further business, Commissioner Chard adjourned the meeting at 5:50 p.m.

Prepared by Michelle Sutherland, Chief Examiner.