

## **CIVIL SERVICE COMMISSION AGENDA**

**May 7, 2026**

**4:00 PM**

**Sedro-Woolley Municipal Building**

**Skagit Room**

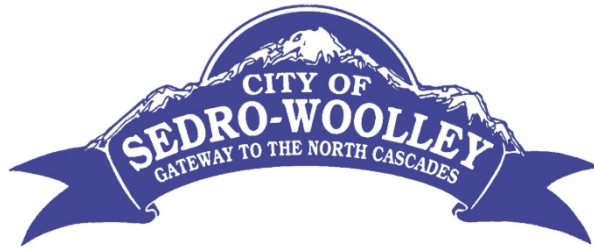
**325 Metcalf Street**

- a. Call to Order**
- b. Unfinished Business**
  - 1. Approve Previous Meeting Minutes
- c. New Business**
  - 1. Approve Changes to Civil Service Rules
  - 2. Request Removal of Entry-Level Candidates
  - 3. Request Removal of Lateral-Level Candidates
  - 4. Certify Entry-Level Candidates
  - 5. Certify Ceo-Animal Control Candidates
  - 6. Police Update
  - 7. Fire Update
- d. Adjournment**

### **Next Meeting of the Civil Service Commission -**

The City of Sedro-Woolley complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, limited English proficiency, age, disability, or sex. The City of Sedro-Woolley doesn't exclude people or treat them differently because of race, color, national origin, limited English proficiency, age, disability, or sex.

The City of Sedro-Woolley also complies with applicable state laws and doesn't discriminate on the basis of creed, gender, gender expression or identity, sexual orientation, marital status, religion, honorably discharged veteran or military status, or the use of a trained dog guide or service animal by a person with a disability.



**Civil Service Commission Agenda Item**

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**Agenda Item No.:** b.1.

**Date:** May 7, 2026

**From:**

**Subject:** Approve Previous Meeting Minutes

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**RECOMMENDED ACTION:**

**BACKGROUND/SUMMARY INFORMATION:**

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**

1. Special Civil Service Meeting Minutes 01.14.2026

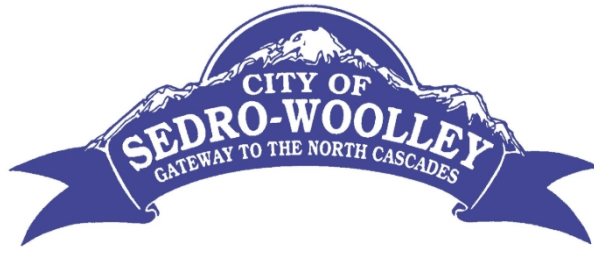
## Special Civil Service Meeting

**Date: January 14, 2026**

**Attendance:** Police Lieutenant Heather Sorsdal; Fire Chief Frank Wagner; Police Chief Dan McIlwraith; Commissioners Mike Janicki, Ken Van Liew, and Ken Clark; Examiner Heather Romano

### **Agenda:**

- I. Call to Order at 4:03 p.m.
- II. Roll call
  - a. All in attendance
- III. Approval of previous meeting minutes
  - a. Commissioner Ken Clark moved to approve the minutes as presented
  - b. Commissioner Ken Van Liew seconded the motion
  - c. Motion carried
- IV. Removal of entry-level police candidates
  - a. Explanation of psych results and why we lose so many candidates
  - b. Commissioner Ken Clark moved to accept the list as presented
  - c. Commissioner Mike Janicki seconded it
  - d. Motion carried
- V. Approval of new list of entry-level police candidates
  - a. Commissioner Clark moved to accept the list, with the correction of one candidate's anonymous number
  - b. Commissioner Janicki seconded the motion
  - c. Motion carried
- VI. Police Update
  - a. Three candidates in backgrounds
    - i. One of those three is interested in the SRO position
    - ii. Unsure if we can use them there
  - b. Still need to fill the SRO and the Cops Grant positions
- VII. Fire Update
  - a. Two individuals did the chief's interview yesterday (January 13, 2026)
    - i. Now candidates will go through psych and backgrounds testing
    - ii. Conditional offer in the next three to four weeks
  - b. Promotion to medic doing really well
- VIII. Adjournment of meeting at 4:22 p.m.



**Civil Service Commission Agenda Item**

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**Agenda Item No.:** c.1.

**Date:** May 7, 2026

**From:**

**Subject:** Approve Changes to Civil Service Rules

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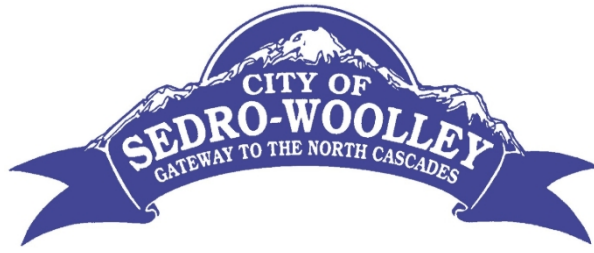
**RECOMMENDED ACTION:**

**BACKGROUND/SUMMARY INFORMATION:**

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**

None



**Civil Service Commission Agenda Item**

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**Agenda Item No.:** c.2.

**Date:** May 7, 2026

**From:**

**Subject:** Request Removal of Entry-Level Candidates

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**RECOMMENDED ACTION:**

**BACKGROUND/SUMMARY INFORMATION:**

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**

1. Entry-level Candidates to Request Removal 5.07.2026

**Entry-Level Candidates to Request Removal**

**Date: May 8, 2026**

<b>Number</b>	<b>Reason</b>
26-01092	X – Auto DQ in PHS
25-10201	X - Did not schedule psych
26-01151	X – Auto DQ in PHS
26-01241	X – Auto DQ in PHS
26-01201	X – Auto DQ in PHS
25-12041	X - Failed psych
25-10272	X - Failed to take the psych
25-12161	X - Failed psych
25-12291	X - Unresponsive
26-02201	X – Auto DQ in PHS
26-01242	X - Did not complete PHS after multiple requests
25-12043	X - Unresponsive
26-03051	X – Auto DQ in PHS
26-03144	X – Auto DQ in PHS
25-12241	X - Failed psych
25-12221	X - Took another position
25-12221	X - Failed backgrounds
25-10273	X - Failed backgrounds
26-03302	X - Asked to be removed
25-12042	X - Failed psych
25-12222	X - Unresponsive
26-01091	X - Took another position
25-03301	X - Failed psych

We hereby certify the above examination results, computations, and final scores.

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Ken Van Liew, Commissioner Chair Date

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Mike Janicki, Commissioner Date

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Ken Clark, Commissioner Date

**Entry-Level Candidates to Request Removal**

**Date: May 8, 2026**

<b>Number</b>	<b>Reason</b>
26-01092	X – Auto DQ in PHS
25-10201	X - Did not schedule psych
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26-03051	X – Auto DQ in PHS
26-03144	X – Auto DQ in PHS
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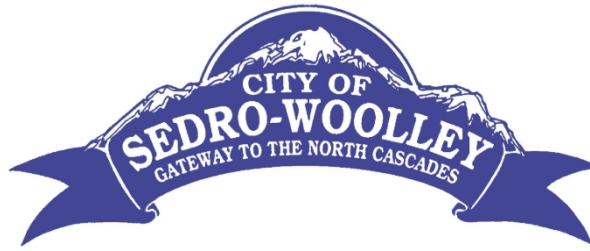
Ken Van Liew, Commissioner Chair Date

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Mike Janicki, Commissioner Date

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Ken Clark, Commissioner Date



**Civil Service Commission Agenda Item**

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**Agenda Item No.:** c.3.

**Date:** May 7, 2026

**From:**

**Subject:** Request Removal of Lateral-Level Candidates

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**RECOMMENDED ACTION:**

**BACKGROUND/SUMMARY INFORMATION:**

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**

1. Lateral-level Candidates to Request Removal 05.07.2026

**Lateral-Level Candidates to Request Removal**

**Date: May 8, 2026**

<b>Number</b>	<b>Reason</b>
26-03172	X - Doesn't qualify as a lateral
26-04141	X – Auto DQ in PHS

We hereby certify the above examination results, computations, and final scores.

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Ken Van Liew, Commissioner Chair Date

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Mike Janicki, Commissioner Date

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Ken Clark, Commissioner Date

## Lateral-Level Candidates to Request Removal

Date: May 8, 2026

Number	Reason
26-03172	X - Doesn't qualify as a lateral
26-04141	X – Auto DQ in PHS

We hereby certify the above examination results, computations, and final scores.

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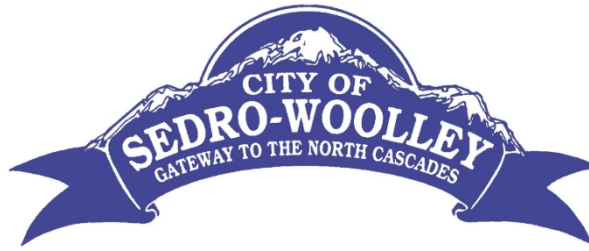
Ken Van Liew, Commissioner Chair Date

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Mike Janicki, Commissioner Date

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Ken Clark, Commissioner Date



**Civil Service Commission Agenda Item**

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**Agenda Item No.:** c.4.

**Date:** May 7, 2026

**From:**

**Subject:** Certify Entry-Level Candidates

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**RECOMMENDED ACTION:**

**BACKGROUND/SUMMARY INFORMATION:**

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**

1. Entry-Level Candidates to Certify Anonymous-Option A 5.7.26
2. Entry-Level Candidates to Certify Anonymous-Option B 5.7.26

## Entry-Level Candidates to Certify

Date: May 8, 2026

<b>Number</b>	<b>Written Exam</b>
26-03171	88.86
26-03091	87.38
26-02141	87.10
26-02234	86.65
26-03031	86.21
25-11102	85.92
26-02211	85.75
26-01261	85.74
26-01263	85.66
26-04131	85.50
26-01262	85.29
26-02051	85.29
26-03141	85.29
26-03142	85.00
26-04132	84.87
26-02235	84.59
26-02061	83.98
26-03143	83.93
26-02071	83.80
26-03144	83.69
26-02231	82.88
26-02232	82.83
26-03211	82.64
26-01093	82.42
25-10041	82.34
26-01081	82.19
26-02233	81.97
26-03303	81.62
26-02112	81.48
26-03201	80.82
25-10303	80.81
26-02111	80.68
26-01161	80.54
26-01242	80.49
26-03301	80.18
25-12223	80.14

25-11201	79.92
25-12301	79.77
25-11121	79.71
26-04121	79.51
26-03311	78.22
26-03304	78.19
26-03161	78.17
25-12011	77.55
25-08281	77.04
26-01061	76.42
26-03162	73.92
26-01243	72.99

We hereby certify the above examination results, computations, and final scores.

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Ken Van Liew, Commissioner Chair Date

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Mike Janicki, Commissioner Date

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Ken Clark, Commissioner Date

Entry-Level Candidates to Certify – Option B

Date: May 8, 2026

Number	Written Exam
25-11102	85.92
25-10041	82.34
25-10303	80.81
25-12223	80.14
25-11201	79.92
25-12301	79.77
25-11121	79.71
25-12011	77.55
25-08281	77.04
26-01061	76.42

We hereby certify the above examination results, computations, and final scores.

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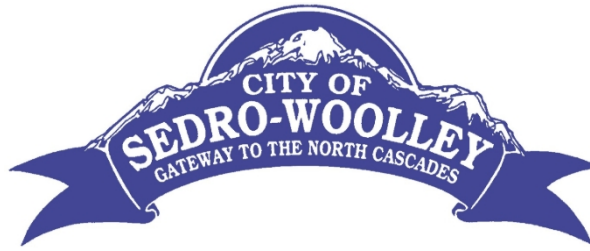
Ken Van Liew, Commissioner Chair Date

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Mike Janicki, Commissioner Date

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Ken Clark, Commissioner Date



**Civil Service Commission Agenda Item**

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**Agenda Item No.:** c.5.

**Date:** May 7, 2026

**From:**

**Subject:** Certify Ceo-Animal Control Candidates

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**RECOMMENDED ACTION:**

**BACKGROUND/SUMMARY INFORMATION:**

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**

1. CEO-Animal Control Candidates to certify Anonymous 05.07.2026

**CEO/Animal Control Candidates to Certify**

**Date: May 8, 2026**

<b>Candidate</b>	<b>Written</b>	<b>Oral</b>	<b>Combined</b>
CEO26-03301	88%	97	92.5
CEO26-04021	84%	96	90.0
CEO26-04012	88%	85	86.5
CEO26-03171	91%	79	85.0
CEO26-03303	75%	85	80.0
CEO26-03271	77%	73	75.0

We hereby certify the above examination results, computations, and final scores.

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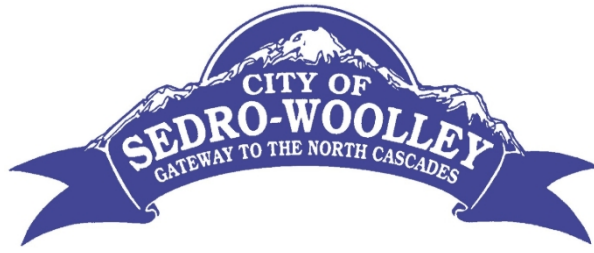
Ken Van Liew, Commissioner Chair Date

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Mike Janicki, Commissioner Date

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Ken Clark, Commissioner Date



**Civil Service Commission Agenda Item**

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**Agenda Item No.:** c.6.

**Date:** May 7, 2026

**From:**

**Subject:** Police Update

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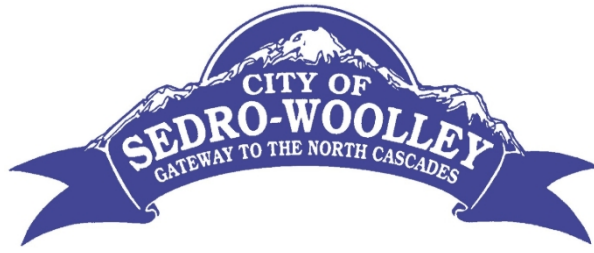
**RECOMMENDED ACTION:**

**BACKGROUND/SUMMARY INFORMATION:**

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**

None



**Civil Service Commission Agenda Item**

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**Agenda Item No.:** c.7.

**Date:** May 7, 2026

**From:**

**Subject:** Fire Update

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**RECOMMENDED ACTION:**

**BACKGROUND/SUMMARY INFORMATION:**

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**

None