



CIVIL SERVICE COMMISSION AGENDA

October 23, 2025

4:00 PM

Sedro-Woolley Municipal Building

Skagit Room

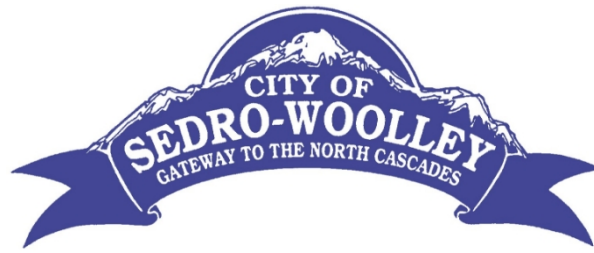
325 Metcalf Street

- a. Call to Order**
- b. Roll Call**
- c. Unfinished Business**
 - 1. Approval of past meeting minutes
 - 2. Signatures on previous meeting documents
- d. New Business**
 - 1. Fire Update
 - 2. Removal of PST firefighter candidates
 - 3. Certify Firefighter eligibility list
 - 4. Removal of entry-level police candidates
 - 5. Certification of new entry-level police list
 - 6. Police Update
- e. 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

Agenda Item No.: c.1.

Date: October 23, 2025

From:

Subject: Approval of past meeting minutes

RECOMMENDED ACTION:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

1. Special Civil Service Meeting Minutes 09.11.25

Special Civil Service Meeting

Date: September 11, 2025

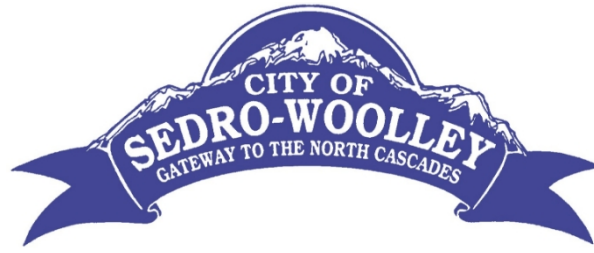
Attendance: Police Chief Dan McIlraith; Police Lieutenant Heather Sorsdal; Commissioners Mike Janicki (via phone), Ken Van Liew (via phone), Ken Clark; Examiner Heather Romano

Agenda:

- I. Call to Order at 4:03 p.m.
- II. Roll call
 - a. Commissioners Mike Janicki and Ken van Liew connected by phone
- III. Approval of past meeting minutes
 - a. FTO Angela needs to be corrected to Z
 - b. Commissioner Van Liew moved to approve the minutes with one correction
 - c. Commissioner Janicki seconded
 - d. Motion carried
- IV. Sign previous meeting minutes and lists
 - a. Wait until October meeting with two signers on phone
- V. Approval removal of entry-level candidates
 - a. Commissioner Clark moved to accept list as presented
 - b. Commissioner Janicki seconded it
 - c. Motion carried
- VI. Approval removal of lateral-level candidates
 - a. Commissioner Van Liew moved to accept list as presented
 - b. Commissioner Clark seconded it
 - c. Motion carried
- VII. Certification of new entry-level PD list
 - a. Discussion of re-adding candidate who missed the deadline
 - i. He can re-apply
 - ii. Hate to set a precedent
 - iii. He can make an effort on his end
 - b. Commissioner Clark moved to accept list without re-adding candidate
 - c. Commissioner Janicki seconded it
 - d. Motion carried
- VIII. Police Update - officers
 - a. Exhausted our list
- IX. Fire Update
 - a. Losing one medic (October 1 leave date)
 - b. Move forward with promotional eligibility list (internal testing)

Special Civil Service Meeting

- i. Open for 10-day period
 - ii. Only one eligible to certify
 - 1. Already taken psych
 - 2. And completed background
 - iii. Written and practical tests on same day
 - iv. Is this under Civil Service Rules?
- X. Adjournment of meeting at 4:23 p.m.



Civil Service Commission Agenda Item

Agenda Item No.: c.2.

Date: October 23, 2025

From:

Subject: Signatures on previous meeting documents

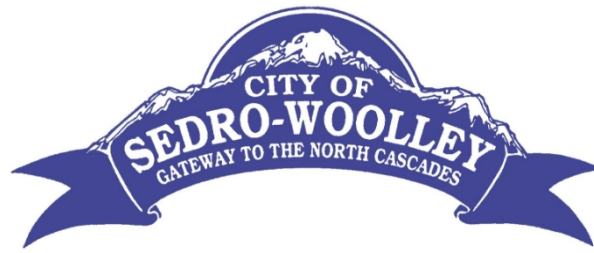
RECOMMENDED ACTION:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

None



Civil Service Commission Agenda Item

Agenda Item No.: d.1.

Date: October 23, 2025

From:

Subject: Fire Update

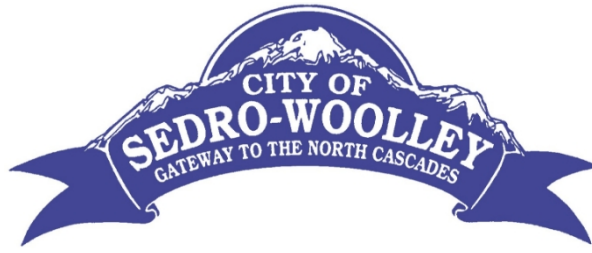
RECOMMENDED ACTION:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

None



Civil Service Commission Agenda Item

Agenda Item No.: d.2.

Date: October 23, 2025

From:

Subject: Removal of PST firefighter candidates

RECOMMENDED ACTION:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

1. PT-FFEMT to Request removal 10.23.25
2. FT-FFEMT to Request removal 10.23.25
3. FT-FF Paramedics to Request removal 10.23.25

Part-Time Firefighter Candidates to Remove

Date: October 23, 2025

PT25-02011	X - Does not have EMT + FF1
PT25-01131	X - Does not have EMT + FF1
PT24-11131	X - Hired, moved on
PT25-02131	X - Does not have EMT + FF1
PT24-08211	X - Does not have EMT + FF1
PT24-07171	X - Hired as volunteer, resigning
PT25-04161	X - Does not have EMT + FF1
PT24-09131	X - Does not have EMT + FF1
PT24-07031	X - Does not have EMT + FF1
PT25-06301	X - Does not have EMT + FF1
PT25-01081	X- Took FT job elsewhere
PT24-10071	X - Does not have EMT + FF1
PT24-10151	X - Does not have EMT + FF1
PT24-11251	X - Does not have EMT + FF1
PT25-08121	X - Does not have EMT + FF1
PT25-08071	X - Does not have EMT + FF1
PT25-07311	X - Does not have EMT + FF1
PT25-04052	X - No showed for tests
PT25-03281	X - No showed for tests
PT25-10021	X - Does not have FF1
PT25-08261	X - DQed previously

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

Ken Van Liew, Commissioner Chair

Date

Mike Janicki, Commissioner

Date

Ken Clark, Commissioner

Date

Full-Time Firefighter EMT Candidates to Remove

Date: October 23, 2025

FFE25-04101	X - Does not have CPAT or FF1
FFE25-03282	X - Does not have CPAT
FFE24-04221	X - Does not have FF1
FFE24-10222	X - Accepted position elsewhere
FFE25-01281	X - Does not have FF1
FFE24-07111	X - Hired elsewhere
FFE24-12061	X - Does not have FF1
FFE24-06291	X - Does not have CPAT
FFE24-07232	X - Does not have CPAT
FFE25-04221	X - Does not have any certification
FFE25-03241	X - Does not have any certification
FFE25-05071	X - Does not have any certification
FFE25-03191	X - Does not have CPAT
FFE24-10221	X - Does not have EMT or FF1
FFE24-05232	X - Does not have FF1
FFE24-09301	X - Does not have FF1
FFE25-01132	X - Does not have CPAT or FF1
FFE25-04261	X - Does not have CPAT
FFE25-05141	X - Does not have any certification
FFE25-03081	X - Does not have CPAT or FF1
FFE24-11132	X - Does not have FF1
FFE24-11252	X - Does not have FF1

FFE25-06241	X - Does not have any certification
FFE25-02061	X - Does not have CPAT
FFE24-12231	X - Does not have EMT or FF1
FFE25-03312	X - Does not have any certification
FFE24-10072	X - Does not have EMT or FF1
FFE24-10152	X - Does not have any certification
FFE24-07032	X - Does not have CPAT
FFE24-07231	X - Does not have CPAT
FFE24-05151	X - Does not have CPAT
FFE25-05241	X - Does not have CPAT
FFE25-01082	X - Does not have CPAT
FFE25-04071	X - Does not have CPAT
FFE24-11252	X - Does not have CPAT
FFE25-03221	X - Does not have CPAT
FFE25-02012	X - Does not have EMT or FF1
FFE24-06081	X - Does not have CPAT
FFE25-03311	X - Does not have CPAT
FFE24-07091	X - Does not have CPAT
FFE25-03171	X - Does not have CPAT
FFE24-03271	X - Does not have CPAT
FFE24-06252	X - Does not have CPAT
FFE24-03301	X - Does not have CPAT
FFE25-03282	X - Does not have CPAT
FFE24-08261	X - Does not have CPAT
FFE24-07151	X - Does not have CPAT

FFE24-12271	X - Does not have CPAT
FFE24-08221	X - Does not have CPAT
FFE24-09091	X - Does not have CPAT
FFE25-01071	X - Does not have EMT or FF1
FFE24-05101	X - Does not have EMT
FFE25-05301	X - Does not have FF1
FFE24-11172	X - Does not have EMT or FF1
FFE24-11171	X - Does not have EMT or FF1
FFE25-02132	X - Does not have EMT or FF1
FFE24-06281	X - Does not have EMT
FFE24-08171	X - Does not have EMT or FF1
FFE25-05281	X - Does not have EMT or FF1
FFE24-12121	X - Does not have EMT or FF1
FFE25-01061	X - Accepted position elsewhere
FFE24-08141	X - Unresponsive
FFE24-11051	X - Unresponsive
FFE25-07311	X - Does not have EMT or FF1
FFE25-07312	X - Does not have EMT or FF1
FFE25-07313	X - Does not have EMT or FF1
FF25-08121	X - Does not have EMT or FF1
FF25-08172	X - Does not have EMT or FF1
FF25-08122	X - Does not have EMT or FF1
FFE25-04051	X - No showed for test
FF24-05151	X - Failed written exam

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

Ken Van Liew, Commissioner Chair Date

Mike Janicki, Commissioner Date

Ken Clark, Commissioner Date

Full-Time Firefighter Paramedic Candidates to Remove

Date: October 23, 2025

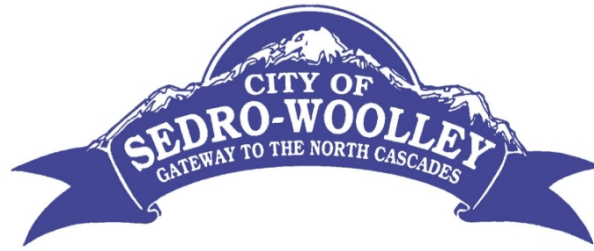
FFP24-05231	X - Does not have CPAT
FFP24-10301	X - Does not have CPAT
FFP24-06251	X - Does not have CPAT
FFP25-03031	X - Does not have FF1 or Para
FFP24-10161	X - Does not have CPAT
FFP24-03141	X - Does not have CPAT
FFP24-09251	X - Does not have FF1 or Para
FFP24-03071	X - Does not have CPAT
FFP25-02191	X - Does not have CPAT
FFP24-08051	X - Does not have FF1
FFP25-07311	X - Does not have CPAT, FF1 or Para
FFP24-04161	X - Unresponsive
FFP25-10141	X - Does not have CPAT, FF1 or Para

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

Ken Van Liew, Commissioner Chair Date

Mike Janicki, Commissioner Date

Ken Clark, Commissioner Date



Civil Service Commission Agenda Item

Agenda Item No.: d.3.

Date: October 23, 2025

From:

Subject: Certify Firefighter eligibility list

RECOMMENDED ACTION:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

1. Internal Eligibility List -FT-FFP anonymous 10.23

Internal Eligibility list – FT-Firefighter Paramedic

Date: October 23, 2025

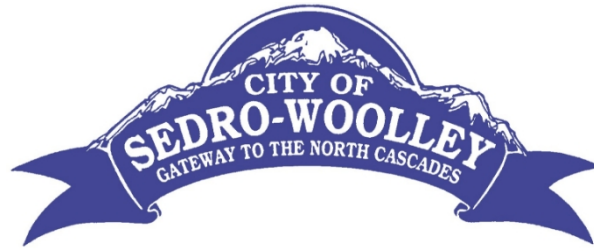
FFP25- 09301	10/15/202 5	78.00
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We hereby certify the above examination results, computations, and final scores.

Ken Van Liew, Commissioner Chair Date

Mike Janicki, Commissioner Date

Ken Clark, Commissioner Date



Civil Service Commission Agenda Item

Agenda Item No.: d.4.

Date: October 23, 2025

From:

Subject: Removal of entry-level police candidates

RECOMMENDED ACTION:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

1. Entry-Level PD candidates to request Removal 10.23.25

Applicants to Request Removal – Entry-Level Police Officer

Date: October 23, 2025

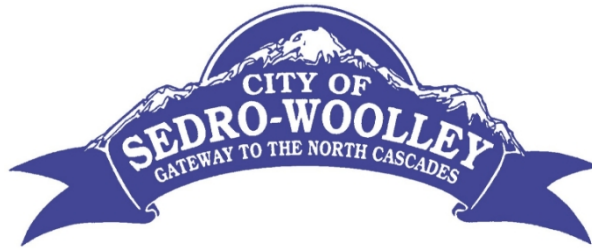
11-112	X - Expired
25-08112	X - Failed psych
25-08114	X - In process with Oak Harbor
25-08111	X - Failed psych
25-08251	X - Poly and psych did not align
25-08201	X - Unresponsive
25-08092	X - Withdrew application
25-10111	X - Automatic DQ in PHS
25-10091	X - Automatic DQ in PHS
25-08071	X - Failed psych

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

Ken Van Liew, Commissioner Chair Date

Mike Janicki, Commissioner Date

Ken Clark, Commissioner Date



Civil Service Commission Agenda Item

Agenda Item No.: d.5.

Date: October 23, 2025

From:

Subject: Certification of new entry-level police list

RECOMMENDED ACTION:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

1. Entry-Level Candidates to Certify anonymous 10.23.25

Applicant List – Entry-Level Police Officer

Date: October 23, 2025

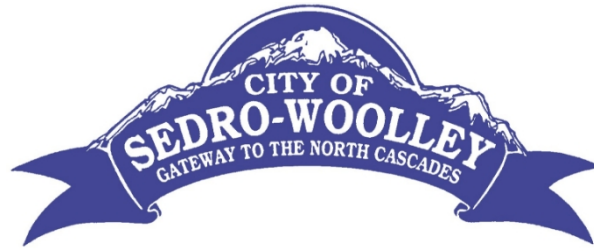
25-09111	9/11/2025	89.81
25-09112	9/11/2025	88.73
25-07301	7/30/2025	86.07
25-09131	9/13/2025	84.49
25-08091	8/9/2025	84.43
25-10121	10/12/2025	83.84
25-09081	9/8/2025	83.53
25-08252	8/25/2025	83.13
25-09113	9/11/2025	82.52
25-05033	5/3/2025	82.51
25-09261	9/26/2025	82.43
25-10041	10/4/2025	82.34
25-10021	10/2/2025	81.15
25-09301	9/30/2025	79.80
25-09152	9/15/2025	79.44
25-10042	10/4/2025	78.43
25-09151	9/15/2025	77.71

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

Ken Van Liew, Commissioner Chair Date

Mike Janicki, Commissioner Date

Ken Clark, Commissioner Date



Civil Service Commission Agenda Item

Agenda Item No.: d.6.

Date: October 23, 2025

From:

Subject: Police Update

RECOMMENDED ACTION:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

None