

Clatskanie Fire / Scappoose Fire Civil Service Commission

Monday, April 8, 2024

Microsoft Teams Meeting

Meeting ID: 245 170 021 676

Attendance: Commissioner Ted Moon, Commissioner Jim Jones, Chief Marks, Chief Sharek, Karleigh Booth, Chief Examiner Isaac Butman, Lt. DuBois

- I. **Call to Order-** Commissioner Moon called the meeting to order at 12:00 pm.
- II. **Roll Call-** Ted Moon, Jim Jones, Isaac Butman
- III. **Public Comment-** None.
- IV. **Approve the Agenda-** Approved unanimously.
- V. **Approve Minutes from 3-11-2024 Meeting-** Commissioner Jones moved to approve the agenda. Commissioner Moon seconded. Approved unanimously.
- VI. **Business-**
 - A. **Entry Level/ Lateral Firefighter Paramedic List Certification-** Chief Marks pulled another list from NTN. Last month there were six names on the list, now it has dropped down to five. Chief Sharek has interviewed everyone who is currently on the list. Chief Examiner Butman asked if 79% passing. Chief Marks let him know that yes, they must get at least 70% on all portions of the test. Commissioner Moon moved to approve the list. Commissioner Jones seconded. The motion was approved.
 - B. **Testing Process-** Chief Marks gave the commissioners a copy of what they are proposing moving forward. The PSSA portion of the test is more subjective than we would like it to be. We recommend a minor change, located on the back page about lateral firefighters. The change is that whoever is testing would still have to take the PSSA portion of the test, but we would take it out of the weighted score. That being a weighted score doesn't fit into the civil service project. Chief Marks recommends that the commissioners approve this new process. It would allow more people to pass and let us pull names who might not have passed the PSSA portion. PSSA is more like a personality test. It's hard to rate a person's personality. It will still be rated; it just would not be part of the weighted score to make the list. We would submit the change to NTN so it is posted on their website. We could also not weigh the score on anyone (including entry-level). The fire service is very small so would be able to call and ask about potential hires. We could take it out for lateral only, or everyone. People still have to interview and you get a sense of someone during the interview process. Chief Sharek agrees that taking out the weighted PSSA score would be good since they have a panel interview and background checks. It will help get more names on the list moving forward if the process gets approved. Commissioner Jones

moved to remove the PSSA score from both new hires/entry-level and laterals. Commissioner Moon seconded. All in favor. The motion passed unanimously.

C. Discussion Around a Replacement Commissioner- The Scappoose Fire District Board is the appointing body for the commissioners. We will advertise for another commissioner position and there will be an application process. The position will be advertised in the newspaper, on our SRFD website, and Facebook page.

VII. Adjourn – Commissioner Moon adjourned at 12:10 pm.