



## **LACEY CIVIL SERVICE COMMISSION**

**Meeting Minutes**

**02/05/24**

**In Person and via Zoom**

### **MEMBERS PRESENT:**

Amanda Vey, Commission Chair  
Madelin White, Commissioner  
Mark Brown, Commissioner

### **STAFF PRESENT:**

Leialani Jensen, Human Resources Director  
Vennessa Medford, Human Resources Analyst/Civil Service Examiner & Secretary  
Robert Almada, Chief of Police  
Elissa Fontaine, City Clerk  
Kelly Adams, Special Projects Administrator

### **MEMBERS OF THE PUBLIC PRESENT:**

None

### **CALL TO ORDER/ROLL CALL:**

Chair Amanda Vey, called to order the February 5, 2024, Civil Service Commission meeting. The meeting started at 12:15 pm.

### **APPROVAL OF THE AGENDA:**

Commission Chair Vey motioned to approve the February 5, 2024, agenda as published, was moved by Commissioner Mark Brown, seconded by Commissioner Madelin White and passed unanimously by the Commission.

### **APPROVAL OF THE MEETING MINUTES:**

Chair Vey motioned to approve the November 6, 2023, meeting minutes as published, was moved by Commissioner White, seconded by Commissioner Brown and passed unanimously by the commission.

### **BUSINESS:**

#### **New Hires, Promotions, Resignations and Recruitments**

Chief Robert Almada presented information on quarterly staffing levels, and recruitment status updates to the commission, which included departure, vacancy and hiring demographic statistics.

#### **Civil Service Rule Amendment**

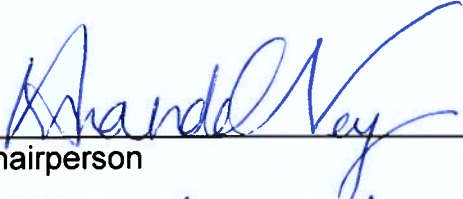
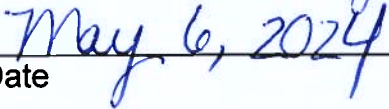
Human Resources Analyst Vennessa Medford provided a copy of a proposed amendment to a definition in the civil service rules, to be considered for adoption at the next meeting.


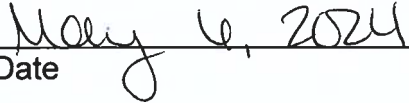
#### **Advisory Board Member Updates**

City Clerk Elissa Fontaine and Special Projects Administrator Kelly Adams presented city-wide updates to advisory boards to the commission.

**The meeting adjourned at 12:40 pm.**

The next Commission Meeting will be held on May 6, 2024 @ 12:15pm (in person and virtually via Zoom).

  
\_\_\_\_\_  
Chairperson  
  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Recording Secretary  
  
\_\_\_\_\_  
Date