



Civil Service Commission Meeting Agenda

Refer to the bottom of the agenda for meeting information.

Monday, February 3, 2025

12:15 PM

Council Chambers and Online

1. Call to Order

2. Roll Call

3. Officer Election

A. Election of 2025 Commission Chair

Leialani Su'e, Human Resource Director/Chief Examiner and Civil Service Secretary

4. Approval of the Agenda

5. Approval of Minutes

A. Approval of the Minutes of November 4, 2024

6. Public Comment

Refer to the bottom of the agenda for instructions on how to provide public comment.

7. Agenda Items

A. Command Staff Quarter 4 Report (October-December 2024)

Robert Almada, Police Chief

Robert Hollis, Deputy Police Chief

B. Land Acknowledgment

Commissioner Amanda Vey

C. Reinstatement Language Update

Leialani Su'e, Human Resource Director/Chief Examiner and Civil Service Secretary

8. Adjourn

Attendance and Public Comment

Attend Remote or In-Person

The public may attend the meeting in-person, or you may view or listen to the meeting

using one of the following platforms:

- In-Person: Council Chambers at Lacey City Hall
420 College Street SE, Lacey, WA 98503
- Zoom: https://us02web.zoom.us/webinar/register/WN_ZWxBCKV0TLe1yYZKCq-kig
- Website: <https://cityoflacey.org/government/public-meetings/>
- Facebook: <https://www.facebook.com/cityoflacey>
- YouTube: <https://www.youtube.com/watch?v=TWe2RqB5Csg>
- Cable: Channel 77 with your local cable provider
- Phone: (888) 788-0099 or (877) 853-5247 (Webinar ID 822 2777 8215)

Verbal Public Comment

Each speaker is limited to three minutes. Comments are welcome on matters connected to City business or specific agenda items.

Prior to starting your comments, please provide your:

- a. Name
- b. City of residence or connection to the City
- c. Topic or subject matter of your comments.

Those wishing to provide verbal public comment may do so in-person, or by Zoom:

- In-Person: Use the sign-up sheet located in the meeting room.
- Zoom: Preregister using the following Zoom link no later than two hours prior to the meeting:
https://us02web.zoom.us/webinar/register/WN_ZWxBCKV0TLe1yYZKCq-kig

Instructions and access details will be provided once registration is complete.



LACEY CIVIL SERVICE COMMISSION
Meeting Minutes
11/04/24
In Person and via Zoom

MEMBERS PRESENT:

Amanda Vey, Commission Chair
Mark Brown, Commissioner

STAFF PRESENT:

Leialani Su'e, Human Resources Director/Civil Service Examiner & Secretary
Robert Almada, Chief of Police
Robert Hollis, Deputy Chief of Police

MEMBERS OF THE PUBLIC PRESENT:

None

CALL TO ORDER/ROLL CALL:

Commission Chair Amanda Vey, called to order the November 4, 2024, Civil Service Commission meeting. The meeting started at 12:15 pm.

APPROVAL OF THE AGENDA:

Commission Chair Vey motioned to approve the November 4, 2024, agenda as published, was moved by Commission Mark Brown and seconded by Chair Vey and passed unanimously by the Commission.

APPROVAL OF THE MEETING MINUTES:

Commission Chair Amanda Vey motioned to approve the August 5, 2024, meeting minutes as published, was moved by Commissioner Mark Brown, seconded by Commission Chair Vey and passed unanimously by the commission.

BUSINESS:

Command Staff Quarterly Report (Quarter 3 July 1-September 30)

Police Chief Robert Almada reported that in this past quarterly period (July 1-September 30), there were 33 applications, of which there were 29 entry level applicants and 4 lateral applicants who entered into the recruitment cycle for Lacey Police Officer positions. Of the entry level applicants, 10 were disqualified in the application stage, and 7 entry level applicants were disqualified at the oral board stage due to insufficient scoring, and two disqualified in guardian process. Of the remaining applicants two (2) withdrew, none were disqualified by Chief interview, five (5) remain on the eligible list and three (3) are in backgrounds. Of the lateral applicants, we failed three (3) at the oral board stage, and one (1) went to the eligible list. Note that one applicant on the lateral posting was a rehire, and is being processed through a rehire set of steps. Police Chief Almada stated is positioned to potentially be fully staffed soon. Of the 72 positions in the Department 70 are filled and two (2) are in the recruitment stages. We have been evaluating our hiring process and streamlined where we can. We have implemented a hiring mentor to

help explain the process, and to demystify the steps. Guardian is a new technology we are using that is used for background and references. Thanks to our instructor connections the academy dates are streamlined. We also offer attractive pay, benefits, and tactic training and an incentive program for laterals that is appreciated. In addition we have a robust training program with overlap Fridays and our trainings are built on to each other. Last we have a community that is supportive of the PD. We are out performing de-escalation, homeless outreach, proactive, less lethal work, and using community resources. We anticipate having all 72 positions filled by December and through FTO by next year. We have one (1) IA to report which was for public conduct and sustained allegation result was assigned to remedial training. Commissioner Mark Brown asked about budget and any new positions coming in 2025. Chief Almada also noted no new positions authorized in the upcoming budget. There had been discussion on future years however we will review mid-year how things are going in 2025. City is facing a structural deficit.

B. Reinstatement Language

Leialani Su'e Human Resources Director stated at this time no official changes to the language. Updating the Civil Service rules section to bring more clarity on what it means to resign and separate and what to come back. There is a small paragraph in the rules about reinstatement but it is unclear what happens in that process. Ultimately, we want to capture what we have provided for the officers that returned and make sure rules are clear and have consistency. Commissioner Chair Vey asked where it has this language, and Leialani Su'e directed the commissioner where to find the rule. Commissioner Mark Brown asked what the issue was specifically what is missing. Leialani Su'e explained that we have had two (2) employees retire and separate who asked to be rehired or came back through the lateral process. All it says right now, is that the person can be reinstated to a vacant position. At a minimum they should be getting what a lateral might get, but there is not much more in terms of clarity under the other available rules like City policy. Commissioner Mark Brown asked whether we negotiated the benefits and Leialani Su'e confirmed that they had a discussion with the Union however prior to the actual date of hire, the former employee is not a Union member so not technically a union position. The City looked historically at what is being provided for laterals, what we also looked at what the City may provide in the non-rep realm. What benefits were determined for the first one was more difficult but the second one was easier, they just got what the first person did. Leialani Su'e wanted to place hold they are researching the rules to be more clear. Police Chief Almada said if we are going to reinstate somebody it should mean left under good auspices, what is the best way to make that person whole again absent the period of time that they were gone. If they are coming back, less than a year I see it as something different than one year or more they come back as a new hire. We want to attract good people back, sometimes they realize grass is not greener or transfers happen due to a variety of scenarios. We want to bring them back and make them whole and want to make sure there is equity in what we offer. Commissioner Mark Brown asked if the CBA has language, and the Chief said no this is not covered under the Union. Leialani Su'e explained the difference in terms being used, rehire is the action of bringing someone back and the 'reinstatement' term is a reference to the benefits. In the HR realm, rehire is the action of coming back and reinstatement is a point towards what is given back as a part of that action. Chief Almada stated a point of contention right now and we are looking into this with our comparable cities, is whether or not vacation accrual rate should be reinstated.

C. Land Acknowledgement

Amanda Vey Commission Chair stated at this time she would table the conversation to the next scheduled meeting to give additional time to discuss and review the language options provided. With Commissioner White absent, they would not have full consideration of the commission and would table until February 2025 meeting. Commissioner Mark Brown mentioned for the record that it is Native American History Month.

NEW BUSINESS

Commissioner Mark Brown stated in future it would be great if there are events that are appropriate to invite commissioners to, such as ground breaking for the new Police Station, he would love to be invited to something like that.

The meeting adjourned at 12:22 pm.

The next Commission Meeting will be held on February 3, 2025 @ 12:15pm (in person and virtually via Zoom).

Chairperson

Recording Secretary

Date

Date

RESOLUTION NO. 1137

CITY OF LACEY

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LACEY RELATED TO THE LACEY CITY COUNCIL POLICIES AND PROCEDURES MANUAL.

WHEREAS, on June 9, 2011, the Lacey City Council adopted the Lacey City Council Policies and Procedures Manual to standardize the process for implementing current and new Council practices, procedures, and policies; and

WHEREAS, Land Acknowledgements are formal statements that recognize and respect Indigenous communities; provide support for Indigenous communities; continue to build strong and authentic relationships with Indigenous communities; bring awareness of histories that led to past and current development of areas, including: histories of dispossession, displacement, colonialization, cultural erasure, broken treaties, etc.; recognize Indigenous history, culture, and positive impacts on the greater community; and are used as a step to inspire more action and better relationships with Indigenous communities; and

WHEREAS, the City of Lacey is located on the traditional territories of the Coast Salish people, specifically the people of the Medicine Creek Treaty (1854), including the Nisqually Indian Tribe and the Squaxin Island Tribe; and

WHEREAS, the City of Lacey works with the Nisqually Indian Tribe and Squaxin Island Tribe in government-to-government partnerships; and

WHEREAS, on March 4, 2014, the Lacey City Council and the Nisqually Tribal Council participated in a ceremonial event to sign an historic agreement, The Nisqually Indian Tribe and City of Lacey Accord; and

WHEREAS, a Land Acknowledgement Policy meets goals identified in the Lacey Work Plan 2022 to 2024 and Communications Plan 2022 to 2027; and

WHEREAS, the Commission on Equity, an advisory board to the Lacey City Council, reviewed the Land Acknowledgement Policy on June 26, 2023 and recommended the policy's approval by the Lacey City Council; and

WHEREAS, on July 3, 2023, the Community Relations Committee reviewed the Land Acknowledgement Policy and approved moving the policy to the full Lacey City Council for approval; and

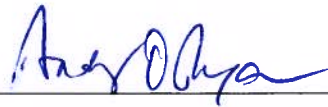
WHEREAS, the Lacey City Council reviewed the Land Acknowledgement Policy at their July 27, 2023 worksession; and

WHEREAS, staff proposed to incorporate the Land Acknowledgement Policy in a new section of the Lacey City Council Policies and Procedures Manual, Section 10.08, Land Acknowledgement Policy.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, that the Lacey City Council Policies and Procedures Manual shall be updated to include the addition of Section 10.08, Land Acknowledgement Policy, as set forth in **Exhibit A**.

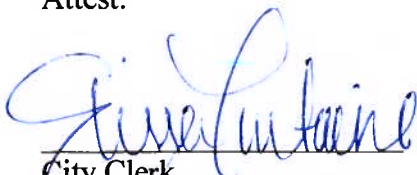
PASSED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, this 21st day of September, 2023.

LACEY CITY COUNCIL

By 


Mayor

Attest:



City Clerk

Approved as to form:



City Attorney

Exhibit A

10.08 Land Acknowledgement

The purpose of this policy is to establish a City of Lacey Land Acknowledgment and provide guidance for City of Lacey employees, volunteers, appointed officials, and elected officials on its use. This policy is subject to change.

Land Acknowledgements

Land Acknowledgements are rooted in many Indigenous people's practices and cultural protocols in order to recognize other Indigenous peoples whose land one is a guest on.

“It is important to note that this kind of acknowledgement is not a new practice developed by colonial institutions. Land acknowledgement is a traditional custom dating back centuries for many Native communities and nations. For non-Indigenous communities, land acknowledgement is a powerful way of showing respect and honoring the Indigenous Peoples of the land on which we work and live. Acknowledgement is a simple way of resisting the erasure of Indigenous histories and working towards honoring and inviting the truth...”

[Duwamish Tribe webpage](#)

A land acknowledgement is a formal statement that recognizes, pays tribute to, expresses gratitude and respect for, affirms the ongoing relationship between indigenous people and the land, and helps raise awareness of the Indigenous histories, perspectives, and experiences — past, present, and future. In addition, Land Acknowledgements:

- Express support for Indigenous communities.
- Raise awareness of histories that led to past and current development of area, including history of dispossession, displacement, colonialization, cultural erasure, broken treaties, etc.
- Recognize the positive impacts of indigenous history and culture on the greater community.
- Are a first step to inspire more action and better relationships indigenous people.
- Are not intended to be a performative act.
- Are ceremonial in nature and do not carry any legal authority.

The City's Land Acknowledgement was reviewed by members of the Nisqually Indian Tribe. In adopting a local land acknowledgement, the City is not taking a position on the status of federal recognition for any tribe. The City recognizes that land acknowledgements are powerful statements and that these statements are most meaningful when paired with authentic and sustained relationships with Indigenous communities.

City of Lacey Land Acknowledgement

We acknowledge the ancestral land we are on today as the traditional territory of the Tribal People of the Treaty of Medicine Creek, signed in 1854, including the Nisqually Indian Tribe and Squaxin Island Tribe.

We acknowledge, remember, and must not forget those Tribal People that are named but not recognized today, and who were absorbed or relocated into other tribes for survival. We recognize the ancestors and their descendants who are still here.

We acknowledge, Indigenous People who called the land home before the arrival of settlers and have been here Since Time Immemorial.

We recognize the relationship that exists between Indigenous People and their traditional territories, which include the religious significance, self-determination, identity, and economic factors. The relationship helps all people heal from the past and learn how not to inflict new wounds today.

We recognize and respect Indigenous People as traditional stewards of this land, and acknowledge the Tribal Governments and their role today in taking care of these lands.

We recognize that this land acknowledgement, and the Nisqually-Lacey Accord of 2011, are small steps toward true allyship. We commit to partnering with the Tribal People of the Treaty of Medicine Creek to continue to uplift the voices, experience, and histories of indigenous people of this land and beyond.

We recognize and have the responsibility to call attention to the histories of dispossession, forced removal, and abridged treaty rights that allowed our nation, state, and city to develop as it has today.

We recommend that community members read the [Medicine Creek Treaty of 1854](#).

City of Lacey Abbreviated Land Acknowledgement

We [or insert object, e.g., "This Marker is"] are on the ancestral land of the Tribal People of the Treaty of Medicine Creek, including the Nisqually Indian Tribe and Squaxin Island Tribe. We acknowledge, and remember those Tribal People not recognized today who were absorbed or relocated into other tribes for survival. We recognize the ancestors and their descendants who are still here. We recognize and respect the Tribal People of the Treaty of Medicine Creek as the

traditional stewards of this land since time immemorial and their role today in taking care of these lands in perpetuity. We recognize and have the responsibility to call attention to the histories of dispossession, forced removal, and abridged treaty rights that allowed our nation, state, and city to develop as it has today. We recommend that community members read the Medicine Creek Treaty of 1854.

Land Acknowledgement Use

The above Land Acknowledgements may be used:

1. To open City meetings, events, or programming;
2. As part of City plans, reports and other adopted documents; and
3. On City signage, markers, maps, and other materials.

Guidelines for use of the Land Acknowledgment is provided below. Please contact the City Manager's Office if you are planning to use the Land Acknowledgement for uses #2 and #3.

1. City Meetings, Events or Programming

For City Council meetings, the full or abbreviated Land Acknowledgement should:

- a) Be printed on every regular and special Council meeting agenda, and
- b) Read out loud at Council meetings where appropriate, as determined by the Mayor or presiding officer.

Additionally, the Land Acknowledgement may be used at the beginning of meetings or other events hosted by the City. Such meetings could include, but are not limited to:

- c) City staff meetings;
- d) City Advisory Board or Commission meetings;
- e) Community meetings hosted by the City, such as town halls, open houses, focus groups, or similar;
- f) Ceremonial events, such as ribbon-cuttings; and
- g) City events, such as large-scale Parks, Culture, and Recreation events.

It is not recommended to assert or suggest using the Land Acknowledgement for meetings or events hosted by other organizations.

Recommendations for Use at City Meetings or Events:

1. The full or abbreviated Land Acknowledgement should be read at the beginning of meetings or events.
2. Keep the introduction of the Land Acknowledgement simple and direct:
“To start this meeting/event, I would like to read the City’s adopted Land Acknowledgment statement...”
3. Best practice guidance from Indigenous People is that you speak from your heart when reading the Land Acknowledgement, do not make the reading performative.
4. Do not include other announcements about social, political, or City initiatives alongside the Land Acknowledgement. The Land Acknowledgement should be and feel separate from any other announcements.

If anyone at a City meeting or event has a question or concern about the use of the Land Acknowledgement, they can refer to the City’s website www.CityofLacey.org/LandAcknowledgement and/or the City’s Manager Office.

2. City Plans, Reports and Other Adopted Documents

The full text of the Land Acknowledgement can be added to the beginning of City Plans, Reports and Other Adopted Documents. In this context, “Adopted Documents” is defined as policy documents that are adopted by the City Council.

For such documents, the full text of the Land Acknowledgement should be used with the footer:

“Visit www.CityofLacey.org/LandAcknowledgement for more information.”

As some documents have pages that are intentionally left blank, the Land Acknowledgement should appear on the first page that has text after the cover page. The Land Acknowledgement should appear before all other text elements. No visual or graphics should accompany or be integrated into the Land Acknowledgement text. The Land Acknowledgement should be set in the same font as other text in the document. Italics may be used at the author’s discretion.

3. Signage, Markers, Maps, and Other Materials

The full or abbreviated Land Acknowledgement can be added to printed City signage, markers, maps, and other materials.

For such a use, when possible, the full Land Acknowledgement should be used, with the following footer:

“Visit www.CityofLacey.org/LandAcknowledgement for more information.”

With projects with space limitations that prevent the use of the full Land Acknowledgement, the abbreviated Land Acknowledgement should be used, with the following footer:

“Visit www.CityofLacey.org/Land Acknowledgement for more information.”

No visual or graphic should accompany or be integrated into the Land Acknowledgement text. The Land Acknowledgement should be set in the same font as other text in the document. Italics may be used at the author’s discretion.

Land Acknowledgement on City Webpages

A link to the Land Acknowledgement webpage should be made available on the top banner of the City website and other City operated websites. Given the presence of this link, there is no need to include the Land Acknowledgement on specific projects, programs, or other webpages. A link to the [Medicine Creek Treaty of 1854](#) will be provided on the Land Acknowledgement page.