

Civil Service Commission
Meeting Minutes
Monday, July 6, 2026
Location: CAWH City Office Bldg.

- I. **Call to Order:** 1:00 PM
- II. **Roll Call:** Commissioner Bill Campbell – present
Commissioner Jennifer Morton – present
Commissioner/Chair Hank Bynaker – present
Secretary Keri Gomez – present
City staff present – Chief Brad Richmond, Chief Mitch Metzger, Lt. Madison.
- III. **Approval of Agenda:** Motion to approve by Comm. Morton, 2nd by Comm. Campbell.
- IV. **Approval of Meeting Minutes of June 1, 2026** – Motion to approve by Comm. Campbell, 2nd by Comm. Morton.
- V. **Public Comment:** None.
- VI. **Department Reports:**
- Fire Dept.:** Chief Metzger needs to move his Deputy Fire Marshall to a firefighter position (demotion) thereby leaving the Deputy Fire Marshall position open for the remainder of the year. The Deputy Fire Marshall has already completed the civil service process but needs to complete a physical agility test which will likely be scheduled tomorrow and should occur likely on Wednesday. Should the Deputy Fire Marshall decline the position of firefighter then both positions will remain open until year end in order to help the budget. Subject to the successful completion of the aforementioned testing and is agreeable to accept the firefighter position, he will have the designation of a Step 3 firefighter. The Deputy Fire Marshall is currently on probation and will continue to be on probation for a period of 1 year once in the firefighter position. This is necessary due to performance deficiencies in spite of multiple counseling sessions where is not picking it up. This was approved by Commissioner Campbell and supported by Commissioners Morton and Bynaker.
- Police Dept.:** Open vacancy for police officer; 14 lateral applicants so far awaiting further documents to move forward.
- Civil Service Department:** None.
- VII. **Old Business:** None.

- VIII. New Business:** Chief Richmond mentioned the request that he sent to us regarding the inclusion of the Chief's interview process involving only the people on the eligibility list without any scoring. Additionally Chief Richmond wants to ensure that he hires the best person for the job based on values and ethics and that understands and will perform according to their valued mission and goals. A brief discussion as to whether we have the need to update Chief Metzger commented that this is how he operates his department as well.
- IX. Executive Session:** Requested by Chief Richmond, which began at 1:11 PM and was to address police personnel issues. The Executive Session adjourned at 1:20 PM.
- X. Hearings:** None.
- XI. Adjournment:** 1:20 PM; next meeting: September 8, 2026 at 1:00 PM, (Labor Day)