



**MINUTES
DES MOINES CIVIL SERVICE COMMISSION
MEETING**

**City Council Chambers
21630 11th Avenue S, Suite C
Des Moines, Washington
Tuesday, March 24, 2026 - 3:30 PM**

CALL TO ORDER

Commissioner Chavarria called the meeting to order at 3:34 PM.

AGENDA ITEMS

Item 1. **Approval of Minutes**

Motion: "I move to approve the minutes from the Civil Service Commission Regular Meeting held on February 24, 2026."

Direction/Action

Motion made by Commissioner Blair to Approve, seconded by Commissioner Curtis.

Motion 3-0.

For: B. Blair, N. Curtis, A. Chavarria

Against: None

Item 2. **Recruitment Status**

1. Community Engagement Officer/CSO Update

- a. General Process: A total of 99 applicants applied for the Community Engagement Officer/CSO position. The process included an initial application, followed by an essay for those who passed the screening. The essays were reviewed by Assistant Chief Stanton. Applicants who passed the essay portion were then invited to an oral board session on February 6th. Three candidates were moved to the eligibility list. Chief Boe interviewed all three candidates from the Eligibility List.
- b. A second round of application review was completed. We will be holding a

second round of oral boards on March 25, 2026.

2. Petition for Reinstatement to the Community Engagement Officer/CSO Eligibility List

- a. The applicant was interviewed by Chief Boe and received a conditional offer as well as a background check.
- b. Background checks include signing a release of background information, as well as a Personal History Questionnaire. Sergeant Ochart presented the background findings to the Command Staff, and it was determined that the applicant did not pass the background check.
- c. The Commissioners unanimously voted to deny the petition for reinstatement to the Community Engagement Officer/CSO Eligibility List.

NEXT MEETING DATE

April 28, 2026

ADJOURNMENT