



CIVIL SERVICE COMMISSION MEETING

A G E N D A

WEDNESDAY, JUNE 11, 2025

**4:00 PM VIA ZOOM**

Meeting ID: 864 5262 6529

Passcode: 330011

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1. CALL MEETING TO ORDER
  2. REQUEST FOR A THIRTY DAY EXTENSION FOR THE POLICE RECORDS  
TECHNICIAN ELIGIBILITY LIST WHICH IS SET TO EXPIRE JUNE 22, 2025.

**OTHER BUSINESS**

3. NEXT MEETING TO BE HELD, WEDNESDAY, JULY 16, 2025 AT 4:00  
PM.



118 W. Maple Street / P.O. Box 609  
Centralia, Washington 98531

**Andy Caldwell, Chief of Police**

Phone 360-330-7680  
[cpdrecords@cityofcentralia.com](mailto:cpdrecords@cityofcentralia.com)

June 3, 2025

Centralia Civil Service Commission  
118 W. Maple St  
Centralia, WA 98531

Subject: Request for Extension of Current Police Records Technician List

Dear Commissioners,

The current eligibility list for Police Records Technician is set to expire on June 22, 2025. In accordance with Civil Service Commission Rule VII, Section 2, I am asking the Commission to extend the list for another thirty (30) days. Extending the list would provide me the opportunity to fill a vacancy without having to conduct another examination.

I will be available at the next scheduled Civil Service Meeting to answer any questions you might have.

Sincerely,

Andy Caldwell  
Chief of Police

cc: Autumn Jorgensen  
Civil Service Secretary/Administrator