

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: February 10, 2020  
Item No.: 9.h

Department Approval



City Manager Approval



Item Description: Declare Vacancy on the Police Civil Service Commission

**BACKGROUND**

Commissioner Janet Henquinet has resigned from the Police Civil Service Commission effective March 31, 2020. Commissioners are appointed to three-year terms and Ms. Henquinet's term expires March 31, 2022. As this information was not official when Council declared the vacancies in January for other commissions, Council did not formally declare a vacancy for her position.

Council is currently in the process of updating the Appointment/Reappointment policy however, as this commission only has 3 members and there is already a vacancy, staff recommends Council declare the vacancy and update the advertisement to include 2 vacancies on this commission.

Should the City receive 4 or more applications per the policy (twice the number of vacancies) during this initial advertisement period, staff will bring forward all for consideration of the two openings. However, if there are fewer than 4 applications received, staff would recommend extending the application period and/or reviewing other candidate's applications to determine if this commission aligns with their second choice for commissions.

**REQUESTED COUNCIL ACTION**

Declare the vacancy on the Police Civil Service Commission with a term ending March 31, 2022.  
Direct staff to advertise for applications to serve on the commission.

**Prepared by:** Rebecca Olson, Assistant City Manager