Chapter 2.40

CIVIL DEFENSE COUNCIL

Sections:

2.40.010 Purpose.
2.40.020 Definitions.
2.40.030 Council created -- Membership.
2.40.040 Council -- Powers and duties.
2.40.050 Director -- Office created -- Powers and duties.
2.40.060 Director -- Powers during disaster.
2.40.070 Organization -- Composition.
2.40.080 Organization -- Divisions, services and staff.
2.40.090 Cooperation with other cities.
2.40.100 Violation -- Penalty.

2.40.010 Purpose. The declared purposes of this chapter are to provide for the preparation and carrying out of plans, including mock or practice drills, for the civil defense of persons and property within this city in the event of a disaster, and to provide for the coordination of the civil defense and disaster functions of this city with all other public agencies and affected private persons, corporations and organizations. Any expenditures made in connection with such civil defense and disaster activities, including mutual aid activities and mock or practice drills, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the city. (Ord. 1338 §1, 1980).

2.40.020 Definitions. As used in this chapter, the words set out in this section shall have the following meanings:

A. "Civil defense" means the preparation for and the carrying out of all emergency functions, other than functions for which military forces are primarily responsible, to prevent, minimize, and repair injury and damage resulting from disasters. It does not include, nor does any provision of this chapter apply to any condition relating to a labor controversy.

B. "Disaster" means actual or threatened enemy attack, sabotage, extraordinary fire, flood, storm, epidemic, riot, earthquake or other similar public calamity. (Ord. 1338 §2, 1980).

2.40.030 Council created -- Membership. The city civil defense council is created and shall consist of the following:

A. The mayor, who shall be chairman;
B. The director of civil defense, who shall be vice-chairman;
C. Such city officials and other citizens of the city as may be appointed by the mayor with the advice and consent of the city council. (Ord. 1338 §3, 1980).

2.40.040 Council--Powers and duties. It shall be the duty of the city civil defense council, and it is empowered, to review and recommend for adoption, civil defense and mutual aid plans and agreements and such resolutions, rules and regulations as are necessary to implement such plans and agreements. The civil defense council shall meet upon call of the chairman or in his absence from the city, or inability to call such meeting, upon the call of the vice-chairman. (Ord. 1338 §4, 1980).

2.40.050 Director--Office created--Powers and duties. A. There is created the office of director of civil defense. Such officer shall be appointed by the mayor with the advice and consent of the civil defense council.

B. The director is empowered and directed:

1. To prepare a civil defense operating plan for the city conforming to the county and state civil defense plan and program;

2. To control and direct the effort of the civil defense organization of the city for the accomplishment of the purposes of this chapter;

3. To direct coordination and cooperation between divisions, services and staff of the civil defense organization of the city, and to resolve questions of authority and responsibility that may arise between them;

4. To represent the civil defense organization of the city in all dealings with public or private agencies pertaining to civil defense and disaster. (Ord. 1338 §5, 1980).

2.40.060 Director--Powers during disaster. In the event of disaster as provided in this chapter, the director is empowered:

A. To make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such disaster; provided, however, such rules and regulations must be confirmed at the earliest practicable time by the civil defense council;

B. To obtain vital supplies, equipment and such other properties found lacking and needed for the protection of the life and property of the people, and bind the city for the fair value thereof, and if required immediately, to commandeer the same for public use;

C. To require emergency services of any city officer or employee, and in the event of a proclamation by the governor of the existence of a disaster, to command the aid of as many citizens of this community as he considers necessary in the execution of his duties; such persons shall be entitled to all privileges, benefits and immunities as are provided by state law for registered civil defense workers;

D. To execute all of the special powers conferred upon him by this chapter or by resolution adopted pursuant thereto, all powers conferred upon him by statute, agreement approved by the civil defense council, or by any other lawful authority;

E. To requisition necessary personnel or material of any city department or agency. (Ord. 1338 §6, 1980).

2.40.070 Organization--Composition. All officers and employees of the city, the civilian auxiliary police force, volunteer fire department, and other volunteer groups registered as civil defense workers with the civil defense organization, together with those volunteer forces enrolled to aid them during disaster, and all groups, organizations and persons who may by agreement or operation by law, including persons pressed into service under the provisions of subsection C of Section 2.40.060, charged with duties incident to the protection of life and property in the city during disaster, shall constitute the civil defense organization of the city. (Ord. 1338 §7, 1980).

2.40.080 Organization--Divisions, services, and staff. A. The functions and duties of the city's civil defense organization shall be distributed among such divisions, services and special staff as the civil defense council shall prescribe. (Ord. 1560, 1998).

B. The civil defense council shall, concurrently with the adoption of the ordinance codified in this chapter, prescribe the form of organization, establishment and designation of divisions and services, the assignment of functions, duties and powers, and the designation of officers and employees. Insofar as possible, the form of organization, titles and terminology shall conform to the recommendations of the federal government and the State Military Department. (Ord. 1560, 1998).

2.40.090 Cooperation with other cities. The civil defense council is authorized to cooperate with the other cities and towns of Stevens County, to create a special agency or organization to provide for civil defense in the Stevens County area. The civil defense council is authorized to negotiate with civil defense organizations of the cities and towns mentioned in this section to reach agreement for the establishment of a single civil defense agency for defense of the Stevens County area and to establish the powers, duties and responsibilities of such agency. The agreement, before becoming effective, shall be approved by the city council and the State Military Department. (Ord. 1560, 1998).

2.40.100 Violation--Penalty. It shall be a misdemeanor for any person during a disaster to:

A. Wilfully obstruct, hinder or delay any member of the civil defense organization in the enforcement of any lawful rule or regulation issued pursuant to this chapter, or in the performance of any duty imposed upon him by virtue of this chapter. (Ord. 1560, 1998).

B. Do any act forbidden by any lawful rules or regulations issued pursuant to this chapter, if such act is of such a nature as to give, or be likely to give assistance to the enemy, or to imperil the lives or property of inhabitants of this city, or to prevent, hinder or delay the defense or protection thereof. (Ord. 1560, 1998).

C. Wear, carry or display, without authority, any means of identification specified by the State Department of Civil Defense. (Ord. 1560, 1998).

Chapter 2.44

POLICE RESERVE

Sections:

2.44.010 Purpose.
2.44.020 Creation--Supervision.
2.44.030 Definitions.
2.44.040 Duties.
2.44.050 Membership requirements.
2.44.060 Membership identification card and badge.
2.44.070 Membership--Revocation or resignation.
2.44.080 Commanding officer designated--Duties.
2.44.090 Members not city employees or qualified for other benefits.
2.44.100 Powers--Restrictions.
2.44.110 Firearm restrictions.
2.44.120 Provision of certain benefits authorized--Restrictions.
2.44.130 Membership--Registration as emergency services workers--Compensation for injury or death.
2.44.140 Wearing uniforms.
2.44.150 Validity.
2.44.160 Nonliability of city.

2.44.010 Purpose. The purpose of this chapter is to establish a police department reserve for the city and establish rules and procedures for the operation and training of reserve police officers. (Ord. 1335 §1, 1980).

2.44.020 Creation--Supervision. There is created and established a police reserve force of not more than ten members. Each member shall be appointed by the chief of police, with the approval of the mayor. The police reserve force shall function as a unit of the city police force and under the supervision of the chief of police. (Ord. 1335 §2, 1980).

2.44.030 Definitions. The "director of emergency services" means the city's director or, in event the city does not have an active director of emergency services, then the term "director of emergency services" means the supervisory head of Stevens County emergency services department. (Ord. 1335 §3, 1980).

2.44.040 Duties. The duties of the police reserve force are to supplement the regular police force in the event of a major disaster affecting citizens of the city; to aid in the control of traffic and maintenance of order at parades, and generally the policing of large assemblies of people; and, in case of a declared emergency, to assist the regular police in the protection of life and property, and the preservation of peace and order, and such other police duties as the chief of police may specify. (Ord. 1335 §4, 1980).

2.44.050 Membership requirements. A. To be eligible for membership in the police reserve force, each applicant must file his application with the chief of police; indicate his willingness to serve an average minimum number hours as set by ordinance per month in the public service; meet the qualifications and requirements prescribed in subsection B of this section for membership in the police reserve force; complete the training program; be appointed by the chief of police; take an oath of office; and be sworn in.

B. Members of the police force shall:

1. Be citizens of the United States over the age of twenty-one years;

2. Be residents of Stevens County;

3. Be trustworthy and of good moral character;

4. Not have been convicted of a felony or any offense involving moral turpitude. (Ord. 1335 §5, 1980).

2.44.060 Membership identification card and badge. The chief of police is hereby authorized to furnish each member of the police reserve force with a membership identification card and police badge. The membership identification card is to be carried by such member at all times, and the police badge is to be worn only when the reserve policeman is authorized to wear the prescribed uniform. (Ord. 1335 §6, 1980).

2.44.070 Membership--Revocation or resignation. Membership of any person in the police reserve may be revoked at any time by the chief of police. Any member of the police reserve may resign upon notification to the chief of police. Upon separation from the organization, all equipment issued to the member by the city must be turned in to the chief of police within five days. (Ord. 1335 §7, 1980).

2.44.080 Commanding officer designated--Duties. The chief of police is the commanding officer of the police reserve force. He shall be responsible for establishing a training program, promulgating rules and regulations for the conduct of reserve officers, prescribing their uniform, and supervising their performance of duty. He selects and appoints men to the police reserve force and may appoint such subordinate officers as he deems suitable and necessary. (Ord. 1335 §8, 1980).

2.44.090 Members not city employees or qualified for other benefits. No member of the police reserve force shall be regarded as a city employee for any purpose, nor subject to civil service rules and regulations, nor entitled to the benefits of any state of Washington police pension fund act or law enforcement disability and retirement system. (Ord. 1335 §9, 1980).

2.44.100 Powers--Restrictions. Members of the police reserve force shall have all those powers vested in them by the chief of police while in the performance of officially authorized duties, but under no circumstances shall the reserve policemen exercise any power while not in the performance of duties ordered by the chief of police or his authorized representative. (Ord. 1335 §10, 1980).

2.44.110 Firearm restrictions. No member of the police reserve force shall carry a firearm until he has received from the chief of police a certificate showing that he is qualified in the use of such firearms, and unless he is on an assignment of duty in which the chief of police considers a firearm necessary. (Ord. 1335 §11, 1980).

2.44.120 Provision of certain benefits authorized--Restrictions. Members of the police reserve force serve without compensation, but the city council may, in its discretion, pay all or part of the cost of furnishing uniforms, equipment, false arrest insurance, and health and accident insurance, when the appropriation therefor has been indicated as an item in the city's budget for the police department. (Ord. 1335 §12, 1980).

2.44.130 Membership--Registration as emergency services workers--Compensation for injury or death. The city shall register all regular members of the police reserve force as emergency services workers so that, in the event of injury or death in the performance of duty, such reserve officers will be eligible for compensation available for the purpose as established by the state legislature and administered by the State Military Department. (Ord. 1560, 1998).

2.44.140 Wearing uniforms. Reserve officers will not wear their police uniforms except while going to or returning from duty. (Ord. 1335, § 14, 1980).

2.44.150 Validity. Should any section or provision of this chapter be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the chapter as a whole, or any part thereof other than the parts so declared to be unconstitutional or invalid. (Ord. 1335, § 15, 1980).

2.44.160 Nonliablility of city. This chapter is intended to be a law of general application for the public at large; it is not intended to impose liability on the part of the city or its employees running to individual members of the public. (Ord. 1335, § 16, 1980).

Chapter 2.50

PROCEDURES OF HIRING OF EMPLOYEES

Sections:

2.50.010 Applicable laws.
2.50.020 Purpose.
2.50.030 Policy.
2.50.040 Severability.

2.50.010 Applicable laws. Subject to all applicable laws, regulations and current ordinances, including those relating to Civil Service, the City adopts the following procedures relating to the hiring and confirmation of employees.

2.50.020 Purpose. To establish policy and procedure for all phases of the hiring process, including applicant recruitment, interviewing, selection and appointment.

2.50.030 Policy. A. Employment activities are conducted to employ the best-qualified persons available to fill requirements established by the City. Civil Service positions (police) are subject to the Rules and Procedures of the Civil Service Commission.

B. Announcements must state "AA/EOE/ADA Compliance", and must stipulate that all new employees are required within 72 hours of their

date of hire to present acceptable documents verifying identity and authorization to be employed in the United States (pursuant to the Immigration Reform and Control Act).

C. Recruitment methods may be modified as appropriate for the position to be filled.

D. All applications for open positions should include a current, completed City application. Any false or misleading information supplied as part of an application for employment may be grounds for rejecting the applicant or dismissing an employee.

E. The City Council will designate one or two City Council representatives for participation in the screening and interview/assessment process of all full time positions.

After screening and/or interviews, the Mayor shall appoint all positions subject to the confirmation of the City Council.

F. Civil Service (police) appointments are made in accordance with applicable Civil Service Rules and Regulations.

G. All non-Civil Service hirings shall use only job related procedures, materials or questions. Job-related questions will measure job knowledge, experience, education, skills, and abilities, or will solicit responses which reflect personal traits which are job-related. Questions which pertain to race, religion, national origin, age, marital status, sex, or other inquiries which directly or indirectly disclose such information are prohibited. Questions concerning handicap or age must be based on actual job requirements. Consistency will be maintained in the oral or written examination materials implemented with all candidates.

H. Interview teams shall consist of personnel who are objective and who have expertise with the technical or humanistic elements of the position to be staffed. Any person asked to participate as an interviewer or evaluator who has a family or personal relationship with a candidate that would bias or appear to bias the objective evaluation of that candidate shall disqualify self from the selection process.

2.50.040 Severability. If any section, clause or phase of this Ordinance and the included administrative procedures for hiring of employees is declared unconstitutional of invalid for any reason, such decision will not affect the validity of the remaining portion of this Ordinance. (Ord. #1616, 2001)