



# City of Seattle

Mike McGinn, Mayor

## Civil Service Commission

Commission Chair Steven A. Jewell  
Commissioner Ellis H. Casson  
Commissioner Gregg H. Hirakawa

### AGENDA\*

**CIVIL SERVICE COMMISSION**  
**Wednesday, January 19, 2011–9:30**  
**Room 1679, 700 Fifth Avenue, Seattle Municipal Tower,**

**\*The Agenda is subject to change to address immediate Commission concerns.**

Call to Order

### ACTION ITEMS

Public Comment

1. Approval of Meeting Minutes:
  - December 15, 2010
2. Monthly Case Status Report & Appeals-*New, Review & Update*:  
**New Appeals:**
  - Chan v. Parks-CSC No. 10-04-021 (Delegated to OHE)
  - Woods v. Human Services Department-CSC No. 10-01-022
  - Manion v. Personnel-CSC No. 11-04-001
  - Manion v. Personnel-CSC No. 11-07-002**Review:**
  - Tiura v. Human Services Department-CSC No. 10-01-019—Petition for Review

### DISCUSSION ITEMS

3. Service Credit Legislation-Update-Commissioner Hirakawa
4. Monthly Summit (Budget) Report
5. Old/New Business:

**Other:**

Adjourn

**Next Meeting: February 16, 2011**





# City of Seattle

Mike McGinn, Mayor

## Civil Service Commission

Commission Chair Steven A. Jewell  
Commissioner Ellis H. Casson  
Commissioner Gregg H. Hirakawa

### AGENDA\*

**CIVIL SERVICE COMMISSION**  
**Wednesday, February 16, 2011–9:30**  
**Room 1679, 700 Fifth Avenue, Seattle Municipal Tower,**

**\*The Agenda is subject to change to address immediate Commission concerns.**

Call to Order

### ACTION ITEMS

Public Comment

1. Approval of Meeting Minutes:
  - January 19, 2011
  - January 31, 2011-Special Meeting
2. Monthly Case Status Report & Appeals-*New, Review & Update*:  
**New:**
  - Tuck v. City of Seattle—CSC No. 11-07-003
  - Lizunova v. Fleets & Facilities—CSC No. 11-04-004**Review:**
  - Manion v. Personnel-CSC No. 11-04-001--**Executive Session**  
*Commissioner Hirakawa, Reviewing Officer*
  - Duncan v. SPU-CSC No. 10-04-018 Decision Issued by OHE--**Executive Session**

### DISCUSSION ITEMS

3. Executive Director's Summary of January 27, 2011 Meeting with David Bracilano, Director of Labor Relations
4. Monthly Summit (Budget) Update—*No document*
5. Old/New Business:

**Other:**

Adjourn

**Next Meeting: March 16, 2011**

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Civil Service Commission  
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## Civil Service Commission

Commission Chair Steven A. Jewell  
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Commissioner Gregg H. Hirakawa

### AGENDA\*

**CIVIL SERVICE COMMISSION**  
**Wednesday, March 16, 2011–9:30**  
**Room 1679, 700 Fifth Avenue, Seattle Municipal Tower,**

**\*The Agenda is subject to change to address immediate Commission concerns.**

Call to Order

### ACTION ITEMS

Public Comment

1. Approval of Meeting Minutes: February 16, 2011
2. Monthly Case Status Report & Appeals-*New, Update & Review:*

#### New:

- Stoner v. Finance and Administrative Services (FAS)-CSC No. 11-03-005  
*Delegated to OHE*

#### Update:

- Chan v. Seattle Parks & Recreation-CSC No. 10-04-021

#### Review:

- Taylor v. City Light Decision-CSC No. 10-07-005—*Cmsnr. Hirakawa-Reviewing Officer*
- Manion v. Personnel-CSC No. 11-04-001-*Cmsnr. Hirakawa-Reviewing Officer—Executive Session*

### DISCUSSION ITEMS

3. Service Credit Legislation-Update
4. Commission Rule Review-1<sup>st</sup> Draft Revisions/Additions
5. Monthly Summit (Budget) Report
6. Old/New Business:

**Other:** Civil Service Training-Update

Adjourn

**Next Meeting: April 20, 2011**

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## Civil Service Commission

Commission Chair Steven A. Jewell  
Commissioner Ellis H. Casson  
Commissioner Gregg H. Hirakawa

### AGENDA\*

**CIVIL SERVICE COMMISSION**  
**Wednesday, April 20, 2011--9:30 a.m.**  
**Room 1679, 700 Fifth Avenue, Seattle Municipal Tower,**

**\*The Agenda is subject to change to address immediate Commission concerns.**

Call to Order

### ACTION ITEMS

Public Comment

1. Approval of Meeting Minutes: March 16, 2011
2. Monthly Case Status Report & Appeals--*New, Update & Review*:

#### New:

- Bailey v. Seattle Public Utilities—CSC No. 11-01-007 (*Mathews*)
- Chan v. Parks—CSC No. 11-04-008  
Order on Request to Reopen Appeal (*OHE*)--**Possible Executive Session**

#### Review:

- Ogunyemi v. City Light—CSC No. 10-01-020-Decision (*issued by OHE*)  
*Commissioner Hirakawa, Reviewing Office*--**Possible Executive Session**

### DISCUSSION ITEMS

3. Monthly Summit (Budget) Report
4. Service Credit Legislation Update
  - David Bracilano, Director, Personnel Labor Relations-Status
  - Meetings with Workplace Equity & RSJI Groups
  - CSC In-Web & PAN -- Postings
5. Commission Rule Review-1<sup>st</sup> Draft Revisions/Additions/Cmsnr. Comments
6. Personnel: Revisions to Rule 1.4-Internal Grievance Process
7. Old/New Business:
  - March 17, 2011 Memo from City Light Re: 2<sup>nd</sup> Statute of Limitations Letter-

**Other: Save the Date: 2011 Civil Service Conference: September 19-20—Central Washington University / Ellensburg, WA**

Adjourn

**Next Meeting: May, 18, 2011**

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## Civil Service Commission

Commission Chair Steven A. Jewell  
Commissioner Ellis H. Casson  
Commissioner Gregg H. Hirakawa

### AGENDA\*

**CIVIL SERVICE COMMISSION**  
**Wednesday, May 18, 2011--9:30 a.m.**  
**Room 1679, 700 Fifth Avenue, Seattle Municipal Tower,**

**\*The Agenda is subject to change to address immediate Commission concerns.**

Call to Order

### ACTION ITEMS

Public Comment

1. Approval of Meeting Minutes: April 20, 2011
2. Monthly Case Status Report & Appeals-*New, Update & Review:*

### REVIEW: EXECUTIVE SESSION

- Hemmelgarn v. FFD-CSC No. 10-01-004--Decision-Commission Chair Jewell, Reviewing Officer
- Rivera v. SPU-CSC No. 10-02-013--Decision-Commission Chair Jewell, Reviewing Officer
- Ken Manion v. Personnel-CSC No. 11-07-002--Decision-Commissioner Hirakawa, Reviewing Officer
- Tiura v. HSD-CSC No. 10-01-019--Order on Motion to Dismiss
- Stoner v. FAS-CSC No. 11-03-005--Order Dismissing Appeal

### DISCUSSION ITEMS

3. Monthly Summit (Budget) Report
4. Commission Rule Review-1<sup>st</sup> Draft Revisions/Additions/Cmsnr. Comments
5. Old/New Business-
  - **Pending:** Pro Se Appellants, Reprimands, Service Credit Legislation, Review and Comment on Proposed Changes to Personnel Rule 1.4-*Employee Grievance Procedure*, Reduced Hours in Lieu of Lay-Off

Adjourn

**Next Meeting: June 15, 2011**

Civil Service Commission

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Mike McGinn, Mayor

## Civil Service Commission

Commission Chair Steven A. Jewell  
Commissioner Ellis H. Casson  
Commissioner Gregg H. Hirakawa

### AGENDA\*

**CIVIL SERVICE COMMISSION**  
**Wednesday, June 15, 2011--9:30 a.m.**  
**Room 1679, 700 Fifth Avenue, Seattle Municipal Tower,**

**\*The Agenda is subject to change to address immediate Commission concerns.**

Call to Order

### ACTION ITEMS

Public Comment

1. Approval of Meeting Minutes: May 18, 2011
2. Monthly Case Status Report/Inquiry Log
3. Appeals-New, Update & Review:

**Review:** Executive Session

- **Duncan v. SPU-CSC No. 11-04-006**—Decision-Commissioner Hirakawa, Reviewing Officer
- **Ken Manion v. Personnel-CSC No. 11-07-002**--Decision & Petition for Review-Commissioner Hirakawa, Reviewing Officer
- **Tiura v. HSD-CSC No. 10-01-019**--Order on Motion to Dismiss (OHE)
- **Stoner v. FAS-CSC No. 11-03-005**--Order Dismissing Appeal (OHE)

### DISCUSSION ITEMS

4. **Guest:** New Director Personnel Dave Stewart (10:15 a.m. to 10:30 a.m.)
5. Monthly Summit (Budget) Report
6. Commission Rule Review-1<sup>st</sup> Draft Revisions/Additions/Cmsnr. Comments
7. Old/New Business/ Update/Pending:
  - Service Credit Legislation-Timeline
  - CSC Forms Update-Internal Grievance Procedure

**Update:**

- Forego the July or August Commission Meeting?

⇔ Over ⇔



**Pending:** (Issues that are still on the Commission's agenda and/or will be discussed at future meetings)

- Review and Comment on Proposed Changes to Personnel Rule 1.4-*Employee Grievance Procedure*,
- Reduced Hours in Lieu of Lay-Off
- Pro Se Appellants
- Reprimands

Adjourn

**Next Meeting: TBD**





# City of Seattle

Mike McGinn, Mayor

## Civil Service Commission

Commission Chair Steven A. Jewell  
Commissioner Ellis H. Casson  
Commissioner Gregg H. Hirakawa

### AGENDA\*

**CIVIL SERVICE COMMISSION**  
Wednesday, July 6, 2011–9:30 a.m.

**\*NOTE: DUE TO SCHEDULING CONFLICTS, THE JULY MEETING IS SCHEDULED FOR EARLIER IN THE MONTH.**  
Room 1679, 700 Fifth Avenue, Seattle Municipal Tower

The Agenda is subject to change to address immediate Commission concerns.

Call to Order

### ACTION ITEMS

Public Comment

1. Approval of Meeting Minutes: June 15, 2011
2. Monthly Case Status Report/Inquiry Log & Appeals-New, Update & Review:

**New:**

- **Benavides v. SDOT-CSC No. 11-01-011**

**Review: EXECUTIVE SESSION**

- **Duncan v. SPU-CSC No. 11-04-006**—Decision-Commissioner Hirakawa, Reviewing Officer
- **Manion v. Personnel-CSC No. 11-07-002**--Decision & Petition for Review-Commissioner Hirakawa, Reviewing Officer
- **Tiura v. HSD-CSC No. 10-01-019**--Order on Motion to Dismiss (OHE)
- **Stoner v. FAS-CSC No. 11-03-005**--Order Dismissing Appeal (OHE)

### DISCUSSION ITEMS

3. Monthly Summit (Budget) Report
4. Old/New Business/ Update/Pending:

**Update:**

- No meeting in August

↔ Over ↔

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**Pending:** (Issues that are still on the Commission's agenda and/or will be discussed at future meetings)

- CSC Pro Tem Salary Review
- Commission Rule Review-1<sup>st</sup> Draft Revisions/Additions/Cmsnr. Comments
- Review and Comment on Proposed Changes to Personnel Rule 1.4-*Employee Grievance Procedure*,
- Reduced Hours in Lieu of Lay-Off
- Pro Se Appellants
- Reprimands

Adjourn

**Next Meeting: September 21, 2011**



# City of Seattle

Mike McGinn, Mayor

## **Civil Service Commission**

Commission Chair Steven A. Jewell

Commissioner Ellis H. Casson

Commissioner Gregg H. Hirakawa

### **\*SPECIAL TELEPHONIC MEETING\***

*One or more Commissioners may attend by telephone*

### **AGENDA** **CIVIL SERVICE COMMISSION**

**Monday, August 8, 2011**

**10:00 a.m.**

**700 5<sup>th</sup> Avenue, Seattle Municipal Tower, Suite 1679**

The Agenda is subject to change to address immediate Commission concerns.

Call to Order

### **ACTION ITEMS**

Public Comment

1. *Executive Session*—Commission Decision on Respondent's Motion for Reconsideration
  - Manion v. Personnel—CSC No. 11-07-002

Adjourn

**Next Regular Meeting: September 21, 2011**

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## **Civil Service Commission**

Commission Chair Steven A. Jewell

Commissioner Ellis H. Casson

Commissioner Gregg H. Hirakawa

### **\*SPECIAL TELEPHONIC MEETING\***

*One or more Commissioners may attend by telephone*

### **AGENDA** **CIVIL SERVICE COMMISSION**

**Wednesday, September 14, 2011**

**11:30 a.m.**

**700 5<sup>th</sup> Avenue, Seattle Municipal Tower, Suite 1679**

The Agenda is subject to change to address immediate Commission concerns.

Call to Order

Public Comment

### **DISCUSSION**

- Proposal to combine Civil Service and Public Safety Civil Service Commissions and Staff and abrogation of staff
- 2012 Budget Proposal Discussion- *Executive Session?*

Adjourn

**Next Regular Meeting: September 21, 2011**

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Civil Service Commission

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## Civil Service Commission

Commission Chair Steven A. Jewell  
Commissioner Ellis H. Casson  
Commissioner Gregg H. Hirakawa

## AGENDA\*

**CIVIL SERVICE COMMISSION**  
**Wednesday, October 19, 2011–9:30 a.m.,**  
**Room 1679, 700 Fifth Avenue, Seattle Municipal Tower**

**The Agenda is subject to change to address immediate Commission concerns.**

### Call to Order

## ACTION ITEMS

### Public Comment

1. Approval of Meeting Minutes:
  - **September 21, 2011**
2. Monthly Case Status Report/Inquiry Log & Appeals-New, Update & Review:
  - **Appeal Review:**
  - Manion V. Personnel-CSC No. 11-07-002 Decision- ***Executive Session***
  - Arnold v. HSD-CSC No. 11-01-017/Adams v. HSD-CSC No. 11-01-015- ***Joint Motion to Consolidate***

## DISCUSSION ITEMS

3. Monthly Summit (Budget) Report
4. Proposal to combine Civil Service and Public Safety Civil Service Commissions/Update
5. **Executive Session:** CSC Pro Tem Salary Review

Old/New Business/ Update/Pending:

**Pending:** (Issues that are still on the Commission's agenda and/or will be discussed at future meetings)

- 2009-2010 Annual Report/Status
- Commission Rule Review-1<sup>st</sup> Draft Revisions/Additions/Cmsnr. Comments
- Pro Se Appellants Reprimands

### Adjourn

**Next Meeting: November 16, 2011**

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## Civil Service Commission

Commission Chair Steven A. Jewell

Commissioner Ellis H. Casson

Commissioner Gregg H. Hirakawa

## AGENDA\*

### CIVIL SERVICE COMMISSION

Wednesday, November 16, 2011–9:30 a.m.,  
Room 1679, 700 Fifth Avenue, Seattle Municipal Tower

**The Agenda is subject to change to address immediate Commission concerns.**

### Call to Order

### ACTION ITEMS

#### Public Comment

1. Approval of Meeting Minutes:
  - **October 19, 2011**
  - **October 25, 2011 Special Meeting**
2. Monthly Case Status Report/Inquiry Log & Appeals-New, Update & Review:
  - **Appeal Review: *Possible Executive Session***
  - Manion V. Personnel-CSC No. 11-07-002-*Writ of Review*
  - Arnold/Adams v. HSD-CSC No. 11-01-018-*Appellant's Motion to Appoint a Civil Svc. Cmsnr.*

### DISCUSSION ITEMS

3. Monthly Summit (Budget) Report
4. Proposal to combine Civil Service and Public Safety Civil Service Commissions/Update
5. 2011 Merit Leave Awards-***Executive Session***
6. CSC Pro Tem Salary Review-***Executive Session***

Old/New Business/ Update/Pending:

**Pending:** (Issues that are still on the Commission's agenda and/or will be discussed at future meetings)

- 2009-2010 Annual Report/Status
- Commission Rule Review-1<sup>st</sup> Draft Revisions/Additions/Cmsnr. Comments
- Pro Se Appellants • Reprimands

**Adjourn**

**Next Meeting: December 21, 2011**

Civil Service Commission

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Commissioner Gregg H. Hirakawa

### **UPDATED Agenda\***

**CIVIL SERVICE COMMISSION**  
**Wednesday, December 14, 2011–9:30 a.m.,**  
**Room 1679, 700 Fifth Avenue, Seattle Municipal Tower**

*The Agenda is subject to change to address immediate Commission concerns.*

### Call to Order

#### ACTION ITEMS

### Public Comment

1. Approval of Meeting Minutes:
  - **November 16, 2011**
2. Monthly Case Status Report/Inquiry Log & Appeals-New, Update & Review
3. Civil Service and Public Safety Civil Service Commissions Staffing  
**Executive Session Re: Personnel Matters**  
Documents: Background Sheet and ED PDQ's
4. Executive Director 2011 Market Adjustment/COLA/Annual Review-**Executive Session**
5. Nomination and Vote for 2012 Commission Chair

#### DISCUSSION ITEMS

6. Monthly Summit (Budget) Report
7. Results of Employee Elections/ Civil Service Commission
8. **Old/New Business/Update/Pending:**
  - **Legal Opinion/ Executive Session:** Response to the CSC's questions regarding possible violations of the Open Public Meetings Act by PSCSC.
  - **New:** 2012 Commission Meeting Dates
  - **Pending:** Seniority Legislation *SERVICE CREDIT*
  - **Update:** Election Results for 2012 CSC Employee Elected Commissioner

OVER >



**Pending:** (Issues that are still on the Commission's agenda and/or will be discussed at future meetings)

- 2009-2010 Annual Report
- Comment on Proposed Changes to Personnel Rule 1.4-Employee Grievance
- Commission Rules Review and Updates
- Pro Se Appellants
- Reprimands

**Adjourn**

**Next Meeting: TBD**

