



City of Seattle

CIVIL SERVICE COMMISSIONS

Civil Service Commission

Commission Chair Angelique M. Davis
Commissioner Amy S. Bonfrisco
Commissioner Eric de los Santos

December 21, 2017

Civil Service Commission Special Meeting

Approved, January 17, 2018

Call to Order: Commission Chair, Eric de los Santos called the regular monthly meeting to order at 9:01 am. The meeting was in Suite 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98104.

In Attendance:

Commission Chair Eric de los Santos
Commissioner Amy Bonfrisco
Commissioner Angelique M. Davis
Jeff Slayton, Assistant City Attorney
Jennifer A. Greenlee, Executive Director
Teresa R. Jacobs, Administrative Staff Assistant

Not in Attendance:

Gary Smith, Assistant City Attorney

PUBLIC COMMENT: No one signed up to speak

1. Approval of Minutes:

October 18, 2017 CSC Monthly Meeting: The Commission reviewed the minutes of the October 18, 2017 monthly meeting. Commissioner Davis moved to accept the meetings as written, Commissioner Bonfrisco seconded the motion, the minutes were approved by acclamation and will be signed by the chair.

November 15, 2017: The Commission reviewed the minutes of the November 15, 2017 monthly meeting. Commissioner Bonfrisco moved to accept the meetings as written, Commission Chair de los Santos seconded the motion, the minutes were approved by acclamation and will be signed by the chair.

City of Seattle Civil Service Commissions

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2. Case Status Report/Appeals Update:

- **Case Status Report:** The Commission reviewed the monthly Case Status Report.
- **Maggio v. SDOT-CSC No. 17-03-006:** The Executive Director reported to the Commission that the appeal is currently still on hold pending the conclusion of an investigation.

3. **2018 Chair:** Commissioner de los Santos moved to nominate Commissioner Davis to serve as the 2018 Chair of the Civil Service Commission. Commissioner Davis accepted the nomination. Commissioner Bonfrisco seconded the motion. The motion was passed.

4. Executive Director's Report:

- **Monthly Summit (Budget) Report: Monthly Summit (Budget) Report:** The Executive Director reported that the Budget is on track for year end with no overages.

5. **Employee Elected Commissioner:** The Executive Director reported to the Commission that City employees voted to elect Commissioner Bonfrisco to serve a three-year term as the employee elected Commissioner. Commissioner Bonfrisco stated her pleasure to serve as Commissioner.

6. Old/New Business:

- **Working Meeting/Commission Retreat/Survey:** The Commission went into an open session of a working meeting to discuss possible questions to format a survey that will be distributed to the employees of the City. The survey will be used to collect data about employees' general awareness and knowledge of the Civil Service Commission. At the January meeting, the Commission will further discuss their ideas, work on a format, and discuss distribution of the survey.
- **Joint Meeting of the Commissions:** The Commission will hold a joint meeting with the PSCSC commencing today at 10:00 am.

Adjourn: All other business before the Commission having been considered, Commission Chair de los Santos adjourned the meeting at approximately 9:51 am.

Respectfully Submitted By:

/s/ Teresa R. Jacobs 1/17/2018

 Date: 1-17-18

Teresa R. Jacobs
Administrative Staff Assistant

/s/ Angelique M. Davis 1/17/2018

 Date: 1/17/18

Angelique M. Davis
Commission Chair