



City of Seattle

CIVIL SERVICE COMMISSIONS

Civil Service Commission

Commission Chair Eric de los Santos
Commissioner Angelique M. Davis
Commissioner Steven A. Jewell

June 18, 2014

Civil Service Commission Monthly Meeting

Approved July 16, 2014

Call to Order: Commission Chair Eric de los Santos called the meeting to order at 9:30 a.m. 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 Angelique M. Davis
Commissioner Steven Jewell
Jennifer A. Greenlee, Executive Director
Teresa Jacobs, Administrative Staff Assistant
Jeff Slayton, Assistant City Attorney

Not in Attendance:

Gary Smith, Assistant City Attorney

PUBLIC COMMENT: No one signed up to speak.

1. **Approval of Meeting Minutes-May 21, 2014** The Commission reviewed the minutes of the May 21, 2014 regular meeting of the Commission. Commissioner Jewell moved to accept the minutes as written. Commissioner Davis seconded the motion. The motion passed and the minutes were approved by acclamation and will be signed by the Chair.
2. **Monthly Case Status Report /Appeals Update:** The Commission reviewed the monthly case status report. The Executive Director updated the Commission on the appeals currently open.

Executive Session-The Executive Session began at 9:32 am and ended at 10:03 am.

- **Meade v. SPD CSC #13-01-006-Order on Department's Motion to Dismiss Appeal**
Commissioner Davis, Reviewing Officer: The Commission reviewed the Order on Department's Motion to Dismiss Appeal issued on June 11, 2014 by Hearing Examiner Sue Tanner. Neither party had filed a Petition for Review prior to the meeting. Commissioner Davis was the Reviewing Officer and moved to table the matter for further deliberation. The Commission will take up the matter again at its next Commission meeting in July. Commissioner Jewell seconded the motion. The motion passed.
- **Brim v. SDOT-CSC No. 13-01-007-New Appeal:** The Executive Director notified the Commission that Ms. Brim and the department are still negotiating following mediation in April. The appellant has obtained new counsel and a second mediation session is scheduled.

City of Seattle Civil Service Commissions

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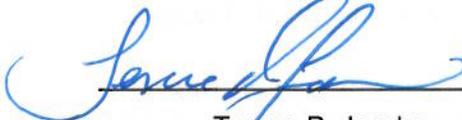
- **Oliver v. Dolt-CSC No. 14-01-002:** The Executive Director notified the Commission that the appeal is assigned to CSC Hearing Officer Gary McLean and scheduled for a 1st prehearing conference in July.

3. Executive Directors Report:

- **Monthly Summit (Budget) Report:** The Executive Director reported the budget is on track and the department obtained a credit card to cover expenses for travel and training.
- **2014 COLA/Market Adjustment:** The 2014 Cost of Living Adjustment (COLA) and Market Adjustments will be included in the July payroll and retroactive pay dating back to January 1, 2014 will be distributed in the August payroll.
- **Old/New Business: CSC Online Training:** The Commission reviewed the script formatted by Personnel for the online training portal.
- **CSC Rules Revisions:** The Commission received the rules that were filed with the clerk and distributed Citywide.
- **Leadership Tomorrow:** The Commission and staff commended the Executive Director for successfully completing and graduating from the Leadership Tomorrow program. Leadership Tomorrow is an intensive nine-month course for emerging and existing leaders in the public, private and non-profit sectors.
- **Adjourn:** All other business before the Commission having been considered, Commissioner de los Santos adjourned the meeting at 10:20 am.

Respectfully Submitted By:

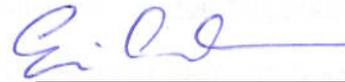
/s/ Teresa R. Jacobs 7/16/2014



Teresa R. Jacobs
Administrative Staff Assistant

Date: 7-16-14

/s/ Eric de los Santos 7/16/2014



Eric de los Santos
Commission Chair

Date: 7/16/14