



City of Seattle

CIVIL SERVICE COMMISSIONS

Civil Service Commission

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

July 16, 2014

Civil Service Commission Monthly Meeting

Approved August 20, 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
Jennifer A. Greenlee, Executive Director
Teresa Jacobs, Administrative Staff Assistant
Jeff Slayton, Assistant City Attorney

Not in Attendance:

Commissioner Steven Jewell
Gary Smith, Assistant City Attorney

PUBLIC COMMENT: Kevin Peck, Attorney

1. **Approval of Meeting Minutes-June 18, 2014** The Commission reviewed the minutes of the June 18, 2014 regular meeting of the Commission. Commissioner Davis moved to accept the minutes as written. Commissioner de los Santos seconded the motion. The motion passed and the minutes were approved by acclamation and signed by the Chair.

Executive Session-The Executive Session began at 9:35 am and ended at 9:55 am.

2. Petition for Review

- **Meade v. SPD-CSC #13-01-006-Order on Department's Motion to Dismiss Appeal**
Commissioner Davis, Reviewing Officer: A Petition for Review was filed on June 19, 2014 on behalf of Appellant Katee Meade regarding the Hearing Officer's Preliminary Decision dated June 11, 2014. Mr. Peck, Attorney for Appellant was present and addressed the Commission. Assistant City Attorney Katrina Kelly was present on behalf of Assistant City Attorney, Amy Lowen, representative for the department. Commissioner Davis was the Reviewing Officer. Commissioner Davis read to the parties Commission Rule 6.08 Standard for Commission Review of Presiding Officer Decision. Ms. Davis addressed the issue of timeliness and the Commission agreed to modify the decision of the Hearing Examiner. The Commission found an issue of material fact regarding when the department notice to Ms. Meade was written and when Ms. Meade received the notice; the inferences are in favor of Ms. Meade. The Commission affirms the decision of the Hearing Examiner regarding probationary status and finds there is no issue of material fact and note the difference between a less than half time appointment and a full time temporary appointment. The Commission acknowledged the issue of retaliation and they are outside the CSC jurisdiction. Ms. Davis also wanted to note the number of issues that were raised regarding what the

City of Seattle Civil Service Commissions

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Commission would call the spirit of the Glaser decision and whether or not its technicalities are fully understood by employees. Ms. Davis moved to modify the decision of the Hearing Examiner regarding timeliness issue and affirm on the other issues including probationary status. Commissioner de los Santos seconded the motion, the motion passed. A written decision will be issued to the parties.

The following items were taken out of order

4. Executive Director Report:

- **Monthly Summit (Budget) Report:** The Executive Director reported the budget is on track.
- **Civil Service Conference:** The Executive Director informed the Commission that funds are available for commissioners to attend the conference in September.
- **IT Unit-Disclaim Interest from PTE Local 17:** Ms. Greenlee informed the Commission that as of June 27, 2014 Local 17 is no longer representing Information Technology Bargaining Unit. Ms. Greenlee stated there was a possibility those affected could bring appeals to Civil Service.

3. Monthly Case Status Report/Appeals Update: The Commission reviewed the Monthly Case Status Report.

- **Oliver v. DoIT-CSC No. 14-01-002:** The Executive Director notified the Commission that a 1st prehearing conference was held in July and the Discovery and Hearing schedules have been set.

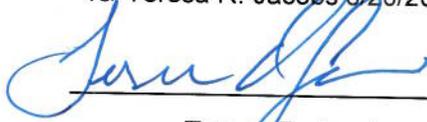
• **Executive Session-**The Executive Session began at 11:10 am and ended at 11:17 am.

White v. Personnel-CSC No. 14-03-003: Ms. Greenlee notified the Commission that the appellant filed an appeal in June and it was dismissed by the Executive Director for lack of jurisdiction. The Commission reviewed the appeal and dismissal. Commissioner Davis moved to affirm the decision of the Executive Director. Commissioner de los Santos seconded the motion, the motion passed.

- **Adjourn:** All other business before the Commission having been considered, Commissioner de los Santos adjourned the meeting at 11:20 am.

Respectfully Submitted By:

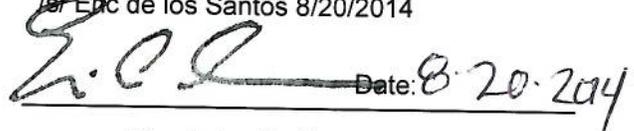
/s/ Teresa R. Jacobs 8/20/2014



Teresa R. Jacobs
Administrative Staff Assistant

Date: 8-20-2014

/s/ Eric de los Santos 8/20/2014



Eric de los Santos
Commission Chair

Date: 8-20-2014