



# City of Seattle

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## CIVIL SERVICE COMMISSIONS

### Civil Service Commission

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

### Public Safety Civil Service Commission

Commission Chair Christian M. Halliburton  
Commissioner Joel A. Nark  
Commissioner Sam Pailca

## Combined Special Meeting of Public Safety and Civil Service Commissions

December 10, 2014

Approved January 15, 2015 (PSCSC)

Approved January 21, 2015 (CSC)

**Call to Order:** Public Safety and Civil Service Commission Chairs Christian Halliburton and Eric de los Santos called the Special Joint meeting to order at 10:10 AM. The meeting was in Room 1650 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98104.

#### In Attendance:

Commission Chair Eric de los Santos (CSC)  
Commissioner Angelique Davis (CSC)  
Commissioner Steven Jewell (CSC)  
Jennifer A. Greenlee, Executive Director  
Teresa Jacobs, Administrative Staff Assistant  
Jeff Slayton, Assistant City Attorney  
Gary Smith, Assistant City Attorney

#### Not in Attendance:

Commissioner Sam Pailca (PSCSC)

Commissioner Joel Nark (PSCSC) arrived at 10:45 am

- 1. Open Public Meetings/Public Records Act Training:** Assistant City Attorney's Gary Smith and Jeff Slayton conducted training for the Commissioners on the Open Public Meetings/Public Records Act. This fulfills the requirement of the Office of the Attorney General of Washington, that all members of a governing body of a public agency must receive training. Mr. Smith and Mr. Slayton will keep the Commission informed of any changes or updates.

The following item was taken out of order:

### 3. Executive Session

- Executive Director Performance/Salary Adjustment/ Merit Leave:**

The Commissions went into Executive Session at 10:50 am to discuss the salary adjustment for the Executive Director. The Executive Session ended at 11:05 am. Civil Service Commission Chair de los Santos moved to grant the Market Adjustment when the City finalizes. The Commissions awarded the maximum of 6 days Merit Leave and

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City of Seattle Civil Service Commissions

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forgo any additional salary adjustment for the Executive Director. Public Safety Civil Service Commission Chair Halliburton seconded the motion. Hearing no objections to the motion. The motion passed.

Commissioner Jewell moved to reconfirm the Executive Director to another three year term effective February 2015. Commissioner Nark seconded the motion. Hearing no objections to the motion. The motion passed.

**2. Executive Director Report:**

- **Budget:** The Executive Director reported the Commissions were under budget for 2014.
- **Employee Elections:** The Executive Director reported the ballot results were certified by the Office of the City Clerk for the Employee Elected Commissioners. Commissioner Nark and Commissioner Jewell were each reelected to serve a term of three years for their respective Commission.

**4. Old/New Business:** None

**Adjourn:** No other business was before the Commissions. Commissioners de los Santos and Halliburton adjourned the meeting at 11:10 am.

Respectfully Submitted By:

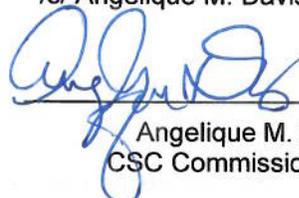
/s/ Teresa R. Jacobs 1/15 & 21/2015

 Date: 2-18-15  
Teresa R. Jacobs  
Administrative Staff Assistant

/s/ Christian M. Halliburton 1/15/2015

 Date: 1/15/15  
Christian M. Halliburton  
PSCSC Commission Chair

/s/ Angelique M. Davis 1/21/2015

 Date: 2/18/15  
Angelique M. Davis  
CSC Commission Chair