



City of Seattle

CIVIL SERVICE COMMISSIONS

Civil Service Commission

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

March 18, 2015
Civil Service Commission Monthly Meeting
Approved April 15, 2015

Call to Order: Commission Chair Angelique Davis, called the meeting to order at 9:37 a.m. The meeting was in Suite 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98104.

In Attendance:

Commissioner Angelique M. Davis
Jennifer A. Greenlee, Executive Director
Teresa Jacobs, Administrative Staff Assistant
Gary Smith, Assistant City Attorney

In Attendance By Phone:

Commission Chair Eric de los Santos

Not In Attendance:

Commissioner Steven Jewell

PUBLIC COMMENT:

1. **Approval of Minutes: February 18, 2015:** The Commission reviewed the minutes of the February 18, 2015 regular meeting of the Commission. Commissioner de los Santos moved to accept the minutes as written. Commissioner Davis seconded the motion. The motion passed and the minutes were approved by acclamation and signed by the Chair.
2. **Monthly Case Status Report/Appeals Update:** The Commission reviewed the Monthly Case Status Report.
 - **New Appeal: Spindler v. City Light-CSC No. 15-01-001:** The Commission reviewed a new appeal filed by a City Light employee who went through the Employee Grievance Procedure. Seattle Department of Human Resources sent a recommendation to City Light. City Light did not meet the procedural deadline for responding to the Appellant. The Executive Director reported the appeal has been assigned to a CSC Hearing Officer.
3. **Executive Director Report:**
 - **Monthly Summit (Budget) Report:** The Commission reviewed the budget. The Executive Director reported that the City has asked for proposals for a 2 and 4% spending reduction by the department. The Executive Director will prepare recommendations for a line item reduction of the Hearing Officer's salary and miscellaneous other reductions. Any appeals that are filed could be referred to the Office of the Hearing Examiner for budget savings.

City of Seattle Civil Service Commissions

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4. **Statute of Limitations for Misfiled Appeals/Complaints:** Commission Counsel Gary Smith updated the Commission on new draft language. Mr. Smith will work on any further edits and clarification of the amendments. The Commission would like to discuss new language at a future meeting with representatives from the Office of Civil Rights and Ethics and Elections Commission present.
5. **Old/New Business:** Commissioner Davis notified of her unavailability at the regular scheduled meetings in October and November and suggested other dates to possibly hold the meetings. The Executive Director will touch base with the Commissioners on scheduling alternate meeting dates.
- **Adjourn:** All other business before the Commission having been considered, Commission Chair Angelique Davis adjourned the meeting at 9:58 am.

Respectfully Submitted By:

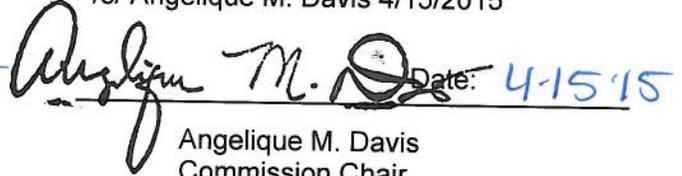
/s/ Teresa R. Jacobs 4/15/2015



Teresa R. Jacobs
Administrative Staff Assistant

Date: 4-15-15

/s/ Angelique M. Davis 4/15/2015



Angelique M. Davis
Commission Chair

Date: 4-15-15