



# City of Seattle

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## CIVIL SERVICE COMMISSIONS

### PUBLIC SAFETY CIVIL SERVICE COMMISSION

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

### Public Safety Civil Service Commission

#### Special Meeting

January 19, 2017

*Approved March 16, 2017*

**Call to Order:** Commission Chair Joel Nark, called the Public Safety Civil Service Commission monthly meeting to order at 10:05 a.m. The meeting was in Room 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98104.

**In Attendance:**

Commission Chair Joel Nark  
Commissioner Christian Halliburton  
Jennifer A. Greenlee, Executive Director  
Teresa R. Jacobs, Administrative Staff Assistant  
Jeff Slayton Assistant City Attorney

**Not In Attendance:**

Commissioner Sam Pailca

**PUBLIC COMMENT:** No one signed up to speak

**1. Approval of Minutes:**

**December 14, 2016 PSCSC Meeting & Joint Meeting of PSCSC & CSC:** The Commission reviewed the minutes of the December 14, 2016 Special Meeting of PSCSC and Joint Meeting of the Public Safety and Civil Service Commissions. Commissioner Halliburton moved to approve the minutes. Commissioner Nark seconded the motion. The motion passed and the minutes were approved by acclamation and signed by the Chair.

- 2. Rachael Schade & Jessica Kennedy, Police, and Fire Exams Analysts:** Rachael and Jessica updated the Commission on Police and Fire Exams. Ms. Kennedy notified the Commission that a Fireboat Engineer

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**City of Seattle Civil Service Commissions**

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exam will be administered after a twelve-year hiatus. Ms. Kennedy informed the commission that Fire and Police Exams requested to extend the register that is due to expire September 1, 2017 to extend through December 15, 2017, to align with the Fire and Police Exams unit schedule. Commissioner Halliburton moved to support the extension. Commissioner Nark seconded the motion. The motion was approved. Ms. Schade updated the Commission on Police Exams. The Captain and Lieutenant exams will be administered this year. There were 18 applicants for captain and 41 for lieutenant. The lieutenant exam will be in March, and the assessment center in May. The Captain exam will be in June. There will be 4 entry level police exams and 4 lateral exams. The first entry level took place on January 14. There were 858 scheduled and 252 showed, 150 passed both portions of the exam.

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

**4. Executive Directors Report:**

- **Removal from Register (Fire Lieutenant):** Ms. Greenlee informed the Commission that she received a request for removal from the Fire Lieutenant register. The removal was granted. The Commission reviewed the email and no further action was taken
- **Monthly Summit (Budget) Report: Monthly Summit (Budget) Report:** The Commission reviewed the year end 2016 budget and the Budget book for 2017.

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

**Adjourn:** All other business before the Commission having been considered, Commission Chair Nark adjourned the meeting at 10:40 am.

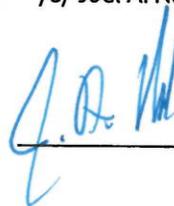
Respectfully Submitted by:

/s/ Teresa R. Jacobs 3/16/2017

/s/ Joel A. Nark 3/16/2017

  
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Teresa R. Jacobs

Date: 3-16-17

  
\_\_\_\_\_  
Joel A. Nark

Date: 3.16.17

Administrative Staff Assistant

Commission Chair