



City of Seattle

CIVIL SERVICE COMMISSIONS

Public Safety Civil Service Commission

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

Public Safety Civil Service Commission

April 16, 2015

Approved May 21, 2015

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

In Attendance:

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

PUBLIC COMMENT: No one signed up to speak

1. Approval of Minutes:

January 15, 2015: The Commission reviewed the minutes of January 15, 2015. Commissioner Nark moved to accept the minutes as written. Commissioner Pailca seconded the motion. The motion passed and the minutes were approved by acclamation and signed by the chair.

2. Introduction of Fire Chief Scoggins:

Chief Scoggins was unable to join the meeting.

3. Appeals Update:

The commission reviewed the Case Status Report.

- **Leutz v. SPD:** The Commission reviewed a new appeal filed by an SPD employee. The Executive Director reported a grievance was also filed with the Union. The Executive Director will contact the appellant to find out which process he will pursue.
- **Lowe v. SPD:** The Commissioners will coordinate a time to deliberate on the Lowe matter.

4. Exam Protest Appeals:

- **SFD:** There were twelve Fire Lieutenant Written Exam appeals submitted to the Commission.

The Commission denied 11 of the appeals and accepted 1 (#105).

City of Seattle Civil Service Commissions

Seattle Municipal Tower, 700 Fifth Avenue, Suite 1670 PO Box 94729 Seattle, WA 98124-4729

Tel (206) 233-7118, Fax: (206) 684-0755, <http://www.seattle.gov/CivilServiceCommissions/>

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- **SPD:** There were four Police Lieutenant Written Exam appeals submitted to the Commission.

The Commission accepted all the appeals, eliminating questions of the latter 3.

The Commission submitted their appeal worksheet (decisions) on the protests to the Executive Director to forward to Rachael Schade and Colleen Lafferty and for the record.

5. 2015 Testing Overview:

- **SFD:** Colleen Lafferty, Fire Exams Analyst gave an update on recent and upcoming testing. Ms. Lafferty stated the written test for Fire Lieutenant has been completed. 88 candidates sat for the written test. After scoring is completed, candidates will move to the oral boards. The Entry Level Exam is scheduled to take place in the fall. Ms. Lafferty informed the Commission she will be meeting with the new Fire Chief to discuss entry level testing and selection process. The filing period will be May through September.
- **SPD:** Rachael Schade, Police Exams Analyst updated the Commission on Police testing. There was 1 entry level exam and 1 Lateral Exam administered and two more of each scheduled to take place throughout the year. The department is doing well with ethnic diversity; 33% of candidates are persons of color, however, female representation is low, of the 456 applicants who sat for the exam, 60 were women. Ms. Schade stated the passing rate for women was higher, and the recruiter's emphasis is getting more diversity in applicants taking the test.

6. Executive Directors Report:

- **Monthly Summit (Budget) Report:** The Commission reviewed the budget. The Executive Director reported the 2 and 4% spending reduction requested by the City has been submitted. The Executive Director will keep the Commission updated on the process.

7. Old Business/New Business:

- **Arnold v. City of Seattle Decision:** Ms. Greenlee updated the Commission on an appeal that was filed with the Civil Service Commission. The appellant prevailed in the matter and requested payment of Attorney's fees. The matter went to King County Superior Court who did not rule in favor of the appellant. The appellant then filed with the Court of Appeals I who ruled in favor of the appellant and remanded back to King County to rule on the amount of fees to be paid. The Executive Director will keep the Commission updated on the issue.
- **Staff Training-WAPRO Spring Training:** The Executive Director reported that staff will attend public records training in Lynnwood on April 24.

Executive Session: The Commission went into Executive Session at 11:53 am. The Executive Session ended at 12:29 pm.

Adjourn: All other business before the Commission having been considered, Commission Chair Halliburton adjourned the meeting at 12:31 pm.

Respectfully Submitted By:

/s/ Teresa R. Jacobs 5/21/2015

/s/ Christian M. Halliburton 5/21/2015



Teresa R. Jacobs
Administrative Staff Assistant

Date: 5-21-15



Christian M. Halliburton
Commission Chair

Date: 5-21-15