



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
Special Meeting
July 17, 2014
Approved August 21, 2014**

Call to Order: Commission Chair Halliburton called the Public Safety Civil Service Commission meeting to order at 10:00 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

May 15, 2014:

The Commission reviewed the minutes of May 15, 2014. Commissioner Pailca moved to accept the minutes as written. Commissioner Halliburton seconded the motion. Commissioner Nark abstained. The motion passed, 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.

- **Lowe v. SPD-PSCSC # 13-01-007:** The Executive Director gave an update that the Discovery and Motion schedule was set for the Lowe appeal. Commission counsel stated the possibility of appellant requesting that Commissioner Pailca recuse herself from the proceedings and if Ms. Pailca does recuse herself, the Commission would need to appoint a Pro Tem for the proceeding and could hold a special meeting by phone if or when a motion is filed for recusal. The Commission discussed tentative scheduling for the hearing. Commissioner Nark suggested a hearing take place in either September or October.

City of Seattle Civil Service Commissions

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3. Executive Director's Report

- **Monthly Summit (Budget) Report:** The Executive Director reported the department is underspending and the budget is on track.
- **Civil Service Conference:** The Executive Director reported the registration will soon begin and asked if there were any Commissioners interested in attending. Commissioner Nark stated he would like to attend.

4. Old Business/New Business: Gender Equity & OPA Auditor Reports:

- The Executive Director notified the Commission that she has contacted the Mayor's office but due to the staff changes she's been unable to touch base with anyone at this time. The Executive Director stated with the appointment of a new chief, the department will be looking at disciplinary and recruitment matters and inquired of the Commission whether they thought it was premature to hold a public meeting without knowing what the actual recommendations will be or when they will be proposed. Discussion ensued regarding inviting the Auditor to come to a meeting and talk about updates or provide summary of her recommendations, whether and how to identify and get input from stakeholders, and what role the Commission should take in the process. Commission Counsel suggested the Executive Director monitor the different groups who have made recommendations and give monthly updates at the Commission meetings and the Commission can decide how and if it wants to respond. Commission Halliburton reiterated at this time the Commission does not take a position on any recommendations and suggested the Executive Director and Counsel draft a letter for Commission review that would be sent to stakeholders for information collection.
- **Police Exams:** Rachael Schaade, Police Exams analyst gave the commission an update on current and past exams. The current Sergeant Register went into effect July 14. Fifty-Two candidates are on the register. Ms. Schaade stated there were ninety-five (95) applicants, sixty-seven (67) candidates took the written exam, seven (7) failed the written and three (3) failed the oral, a few people opted out of the assessment center and three (3) promoted from the prior register. Ms. Schaade also stated there were more women who took the test than in prior exams. Typically there is a 10% show up rate amongst female candidates; there was a 24% show up rate for the Sergeants exam. 45% make up the top 20; 2 of the top 4 on the Sergeant register are women.

Adjourn: All other business before the Commission having been considered, Commission Chair Halliburton adjourned the meeting at 11:03 am.

Respectfully Submitted By:

/s/ Teresa R. Jacobs 8/21/2014

/s/ Christian M. Halliburton 8/21/2014



Teresa R. Jacobs
Administrative Staff Assistant

Date: 8.21.14



Christian M. Halliburton
Commission Chair

Date: 8/21/14