

City of Seattle
Civil Service Commission
July 18, 2007 Minutes

APPROVED: SEPTEMBER 19, 2007

Call to Order: Commission Chair Steven Jewell called the regular meeting to order at 9:36 a.m. The meeting was in Suite 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98124.

In Attendance:

Commissioner Ellis H. Casson
Commissioner Jennifer Schubert
Glenda Graham-Walton, Executive Director
Teresa Jacobs, Administrative Staff Assistant
Gary Smith, Assistant City Attorney

ACTION ITEMS

Public Comment: No one signed up for Public comment

1. **Approval of June 20, 2007, Meeting Minutes:** The Commission reviewed the June 20, 2007 minutes. Commissioner Schubert moved to accept the minutes. Commissioner Casson seconded the motion. The Commission approved the minutes as submitted, adopted them by acclamation and the Chair signed.
2. **Monthly Case Status Report & Appeals-New, Update, & Review:**
The Commission reviewed the monthly case status report.
 - **Review-Janos v. Department of Planning and Development CSC No. 06-05-005:**
CSC Hearing Officer Gary McLean issued a Memorandum Decision. Commissioner Schubert was the Reviewing Officer. Neither party filed a Petition for Review. The Hearing Officer concluded that the Commission does not have jurisdiction. The appeal was dismissed. Commissioner Schubert moved to accept the decision of the Hearing Examiner. Commissioner Casson seconded the motion. The motion passed.
 - **Review-Stevens v. Seattle Public Utilities (SPU) CSC No. 07-07-001:**
CSC Hearing Officer Gary McLean issued a Memorandum Decision. Commission

Chair Jewell was the Reviewing Officer. Neither party filed a Petition for Review. The Hearing Officer concluded that the Commission does not have jurisdiction over the issue of this appeal. The appeal was dismissed. Commissioner Schubert moved to accept the decision of the hearing officer. Commissioner Casson seconded the motion. The motion passed.

- **Review-Walgren v. Human Services Department (HSD)-CSC No. 07-04-007:**

The Hearing Examiner for the City of Seattle Under Delegation from the Civil Service Commission issued Findings and Decision. Commissioner Schubert was the Reviewing Officer. Neither party filed a Petition for Review. The Hearing Examiner concluded the department did not violate rules of the hiring and selection process. The appeal was dismissed. Commissioner Schubert moved to accept the decision of the Hearing Examiner. Commissioner Casson seconded the motion. The motion passed.

- **Review-Espinosa v. Seattle Public Utilities (SPU) CSC No. 07-03-008:**

The appellant alleged in her appeal that the department did not follow Personnel rules regarding demotion and recommended that the Commission consider the issue. At its June 20 meeting, the Commission requested parties submit briefs to clarify employment status of the appellant and the decision to demote. The Commission reviewed the briefs submitted by the parties. The Commission went into **Executive Session** at 9:43 a.m. The Executive Session ended at 10:24 a.m. The Commission will request further clarification from department with specific questions related to the appellant's employment status.

DISCUSSION ITEMS

3. **Monthly Summit (Budget) Report:** Ms. Graham-Walton reported to the Commission that the July budget is on target for the year.
4. **Probationary Employment Legislation:** The Commission deferred this discussion.

5. **Other:**

- **Twelve Month Feedback-Hearing Officer Diane Hess Taylor:** The commission reviewed the letter sent to Hearing Officer Diane Hess Taylor from the Executive Director commending Ms. Hess Taylor on her outstanding service to the Commission for the past year.

Adjourn—The meeting adjourned at 10:27 a.m.

Respectfully Submitted:

/s/ Teresa R. Jacobs 9/19/07

Approved by:

/s/ Steven A. Jewell 9/19/07

Teresa R. Jacobs

Administrative Staff Assistant

Steven A. Jewell

Commission Chair

Date