

**City of Seattle**  
**Civil Service Commission**  
**June 18, 2008 Minutes**

**Approved July 16, 2008**

**Call to Order:** Commission Chair Steven Jewell called the regular meeting to order at 9:30 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 Gregg Hirakawa

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 May 21, 2008, Meeting Minutes:** The Commission reviewed the May 21, 2008 minutes. Commissioner Hirakawa moved to amend the minutes to include a statement that the Commission will refer the Hopkins v. DoIT appeal to the Office of Civil Rights (SOCR). Commissioner Casson seconded the motion. Corrected minutes will be submitted to the Commission for review at its July 16 meeting.
  
2. **Review Monthly Case Status Report & Appeals-New, Update, & Review:**  
The Commission reviewed the monthly case status report.
  
3. **Hopkins v. DoIT CSC No. 07-03-013:**
  - **Executive Session:** The Commission went into executive session at 9:35 a.m. to discuss a quasi-judicial matter. The executive session ended at 10:25 a.m. The Commission will draft an order modifying the Hopkins' decision and referring the portion of the appeal which is not within the Commission's jurisdiction to SOCR.
  
  - **Review: Draft Order Affirming Hearing Officer's Decision-Hopkins v. DoIT CSC No. 07-03-013:** Concluding the Executive Session, the Commission agreed to modify the decision of the Hearing Officer. The Commission will modify portions of the findings related to issues of accommodation. Those issues will be forwarded to the Seattle Office of Civil Rights for consideration. Commissioner Hirakawa moved to modify the findings and refer the issues related to accommodations to SOCR, Commissioner Casson seconded the motion. The motion passed.

## DISCUSSION ITEMS

### **4. Monthly Summit (Budget) Report:**

Ms. Graham-Walton reported the budget is on target for June.

- **Budget Issue Paper (BIP) Re: Hearing Examiner, Pro Tem Funding:**

Ms. Graham-Walton reported to the Commission that the BIP request to cover additional hours for the CSC Hearing Officers was approved.

### **5. Meeting Dates July through December 2008:** The Commission agreed to continue meeting on the third Wednesday of the month through December. The Commission will decide at its July meeting whether to defer its August meeting until September.

### **6. Old/New Business:**

- **Probationary Employment Legislation Update:** Ms. Graham-Walton updated the Commission regarding Personnel's submission of proposed changes to the Ordinance- which was received just prior to the Commission meeting. Commissioner Casson moved to defer the discussion to the July meeting to allow time for the Commissioners to do a thorough review of the document and changes. Because the document was sent as a PDF from Personnel it was difficult to quickly identify what specific changes were made. Commissioner Jewell expressed deferring the issue delays the process further. Ms. Graham-Walton will request a red line copy from Personnel. Commissioner Hirakawa seconded the motion to defer. The motion passed.

**Adjourn**—The meeting adjourned at 10:39 a.m.

Respectfully Submitted:

/s/ Teresa R. Jacobs 7/16/08

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Teresa R. Jacobs  
Administrative Staff Assistant

Approved by:

/s/ Steven A. Jewell 7/16/08

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Steven A. Jewell  
Commission Chair

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Date