



City of Seattle

CIVIL SERVICE COMMISSIONS

Civil Service Commission

Commission Chair Mary Wideman-Williams

Commissioner Evan Chinn

Commissioner Joshua Werner

Staff

Andrea Scheele, Executive Director

Teresa Jacobs, Executive Assistant

CIVIL SERVICE COMMISSION MEETING AGENDA

The agenda is subject to change to address immediate Commission concerns.

DATE: Monday, August 15, 2022

TIME: 2:00 p.m.

LOCATION: WebEx and CSC Hearing Room, 16th floor of Seattle Municipal Tower. To attend in person, request access to the 16th floor from SMT security at building entry and follow the signs on 16.

Join from the meeting link

<https://seattle.webex.com/seattle/j.php?MTID=mce4987ebb5e41b7fc98c3dff257ec4bb>

Join by meeting number

Meeting number (access code): 2496 613 6763

Meeting password: cqUYiw9sm23

Tap to join from a mobile device (attendees only)

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[Global call-in numbers](#)

City of Seattle Civil Service Commissions
Seattle Municipal Tower, 700 Fifth Avenue, Suite 1670 PO Box 94729 Seattle, W98124-4729
Tel (206) 233-7118, Fax: (206) 684-0755 <http://www.seattle.gov/CivilServiceCommissions/>

The City of Seattle encourages everyone to participate. For disability accommodations or accessibility information, contact Teresa.jacobs@seattle.com

**CIVIL SERVICE COMMISSION
MEETING AGENDA
August 15, 2022 @ 2:00 p.m.**

AUDIO/VIDEO TECH CHECK

CHAIR (CSC 2.05)

1. CALL TO ORDER
2. LAND ACKNOWLEDGEMENT
3. INTRODUCTIONS
4. PUBLIC COMMENT

ACTION/DISCUSSION ITEMS

5. APPROVAL OF MEETING MINUTES *(may be postponed if not available)*
 - June 27, 2022- CSC Monthly Meeting
 - July 18, 2022- CSC Monthly Meeting
6. OPMA Training- Teresa Chen, Assistant City Attorney

STANDING ITEMS

7. CASE STATUS REPORT and APPEALS UPDATE
 - *Sivage v. SDOT*, CSC 22-01-014
8. DEPARTMENTAL AND BUDGET UPDATE
9. EXECUTIVE SESSION (May be cancelled if not needed)
10. OLD/NEW BUSINESS
11. ADJOURN

**NEXT CSC MEETING: August 25, 2022, 11 am
END OF AGENDA**

CHAIR (CSC 2.05)

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**CIVIL SERVICE COMMISSION
CASE STATUS REPORT (CSR)
August 2022**

FILED/OPEN:

CASE NUMBER	APPELLANT	RESPONDENT DEPARTMENT	DATE FILED	RULE/CODE	ISSUE	STATUS	PRESIDING OFFICER
20-01-014	Sivage	SDOT	4-2-2022 (extension granted until June 10, 2022)	5.01B, Personnel Rules (multiple), SMC 4.04.070	Discharge	Under review by ED for jurisdiction and timeliness	TBD

DISMISSED/CLOSED:

CASE NUMBER	APPELLANT	RESPONDENT DEPARTMENT	DATE FILED	RULE/CODE	ISSUE	DISPOSITION
22-01-013	Griffith	SPU	3-28-2022	5.01B	Discharge	Settled / Dismissed
21-01-041	LaBelle	Parks	10-15-2021	5.01B	Discharge	1 st Prehearing held December 10, 2021 Respondent filed a Motion to Dismiss. ED sent an Order Granting Motion Dismiss-1-28-2022
22-05-001	Garza	SDOT	1-13-2022	P.R. 1.4, 1.5, 2.1, 2.2, 2.3, 3.2, 3.3, 3.5, 4.1, 4.3, 11; SMC 4.04.260(A) & PR 5.8.100 Abuse of Employee Evaluation Procedures, retaliation for concerted and protected employment activity	Performance Evaluation	Withdrawal requested. Dismissed

CIV Budget to Actuals 8-12-2022

Sum of AMOUNT			TRANS_TYPE								
BSL_DESCR	EXPENSE_CATEGORY	ACCOUNT_DESCR	Adopted Budget	Actuals	Supplemental Budget	Balance before Encumbrances	Available Balance	% Spent	% Available (After Encumbrances)		
BO-VC-V1CIV - Civil Service Comn	Nonpersonnel Svcs	531030 - Supplies-Office Supplies	2,700.00	198.94	(2,700.00)	(198.94)	(198.94)				
		541310 - Services-Legal Notices	500.00		(380.00)	120.00	120.00	0.0%	100.0%		
		541320 - Services-Court Reporters	500.00		(500.00)						
		541550 - Services-Parking	500.00		(500.00)						
		542900 - Rentals-Other	2,000.00	1,033.39	(2,000.00)	(1,033.39)	(1,033.39)				
		544050 - Reimburse-Meetin Refresh&Meals	200.00		(200.00)						
		545010 - Travel Costs-Out-Of-City	1,500.00		(1,500.00)						
		545030 - Travel Costs-Conf, Conv, Sem	1,533.00		(1,533.00)						
		546010 - Fees-Dues & Memberships	1,000.00		(1,000.00)						
		549070 - Isf-ltd Alloc	25,297.00	16,848.00		8,449.00	8,449.00	66.6%	33.4%		
		549080 - Isf-ltd Billed	354.00	667.41		(313.41)	(313.41)	188.5%	-88.5%		
		549100 - SDHR Allocation	35,862.00	20,919.43		14,942.57	14,942.57	58.3%	41.7%		
		532020 - Equipment-Software Purchases	1,000.00		(1,000.00)						
		545040 - Travel Costs-In City	600.00		(600.00)						
		541280 - Services-Courier And Delivery	500.00		(500.00)						
		541380 - Services-Admin Charges	1,550.00		(1,550.00)						
		541250 - Services-Recycling	50.00			50.00	50.00	0.0%	100.0%		
		541260 - Services-Disposal Of Materials	50.00			50.00	50.00	0.0%	100.0%		
		531010 - Supplies-Subscrips/Pubs/Books	10,000.00	2,759.46	(8,800.00)	(1,559.46)	(1,559.46)	230.0%	-130.0%		
		545020 - Travel Costs-Training Classes	600.00		(600.00)						
		544070 - Reimburse-Dues & Membership		25.00		(25.00)	(25.00)				
		541120 - Services-Technology		770.65		(770.65)	(770.65)				
		541140 - Services-Legal Services		1,956.00	115,000.00	113,044.00	113,044.00	1.7%	98.3%		
		549020 - FAS CCM Exp - Rent	108,850.00	72,566.56		36,283.44	36,283.44	66.7%	33.3%		
			Nonpersonnel Svcs Total	195,146.00	117,744.84	91,637.00	169,038.16	169,038.16	41.1%	58.9%	
			Personnel Svcs	510010 - Salaries & Wages	282,769.00	63,722.98		219,046.02	219,046.02	22.5%	77.5%
				510020 - Holiday		4,067.40	15,625.00	11,557.60	11,557.60	26.0%	74.0%
				510070 - Part Time-Salaries & Wages	34,590.00			34,590.00	34,590.00	0.0%	100.0%
				520010 - Fica	15,498.00	5,354.14	4,215.00	14,358.86	14,358.86	27.2%	72.8%
				520020 - Medicare	4,181.00	1,252.18	1,137.00	4,065.82	4,065.82	23.5%	76.5%
		520070 - Insurance Prem-Health & Dental	30,891.00	25,840.00	7,869.00	12,920.00	12,920.00	66.7%	33.3%		
		520090 - Insurance-Group Fund Life	206.00	40.59	57.00	222.41	222.41	15.4%	84.6%		
		520100 - Insurance-Longterm Disability	39.00	4.84	11.00	45.16	45.16	9.7%	90.3%		
		520300 - Pension-City Retirement Sys	36,996.00	12,190.02	10,059.00	34,864.98	34,864.98	25.9%	74.1%		

BSL_DESCR	EXPENSE_CATEGORY	ACCOUNT_DESCR	Adopted Budget	Actuals	Supplemental Budget	Balance before		% Spent	% Available (After Encumbrances)		
						Encumbrances	Available Balance				
BO-VC-V1CIV - Civil Service Comn	Personnel Svcs	520080 - Insurance-Wash St FML		143.79			(143.79)	(143.79)			
		510110 - Salaries & Wages-Temp/Intermit	1,184.00	13,810.40			(12,626.40)	(12,626.40)	1166.4%	-1066.4%	
		520110 - Insurance-Death Benefit Pay	19.00	13.20	5.00		10.80	10.80	55.0%	45.0%	
		520320 - Employee Assistance Premium	38.00	46.08	10.00		1.92	1.92	96.0%	4.0%	
		520011 - Fica Fsa Dcap & Health		308.77			(308.77)	(308.77)			
		510040 - Vacation		1,355.81			(1,355.81)	(1,355.81)			
		510030 - Sick Leave		1,355.81			(1,355.81)	(1,355.81)			
		510240 - Executive Leave Used		4,745.33			(4,745.33)	(4,745.33)			
		510140 - Sick Leave-Temp/Interm Emp		448.00			(448.00)	(448.00)			
		510010 - Salaries & Wages		47,066.51			(47,066.51)	(47,066.51)			
		510020 - Holiday		3,011.89			(3,011.89)	(3,011.89)			
		510070 - Part Time-Salaries & Wages		16,000.00			(16,000.00)	(16,000.00)			
		520010 - Fica		5,251.13			(5,251.13)	(5,251.13)			
		520020 - Medicare		1,228.10			(1,228.10)	(1,228.10)			
		520090 - Insurance-Group Fund Life		48.79			(48.79)	(48.79)			
		520100 - Insurance-Longterm Disability		8.46			(8.46)	(8.46)			
		520300 - Pension-City Retirement Sys		11,351.38			(11,351.38)	(11,351.38)			
		520080 - Insurance-Wash St FML		138.17			(138.17)	(138.17)			
		520110 - Insurance-Death Benefit Pay		22.80			(22.80)	(22.80)			
		510040 - Vacation		2,040.49			(2,040.49)	(2,040.49)			
		510030 - Sick Leave		5,237.29			(5,237.29)	(5,237.29)			
		510240 - Executive Leave Used		3,669.68			(3,669.68)	(3,669.68)			
		510300 - Other Paid Time Off		9,044.64			(9,044.64)	(9,044.64)			
			Personnel Svcs Total		406,411.00	238,818.67	38,988.00	206,580.33	206,580.33	53.6%	46.4%
		BO-VC-V1CIV - Civil Service Commissions Total			601,557.00	356,563.51	130,625.00	375,618.49	375,618.49	48.7%	51.3%
Grand Total			601,557.00	356,563.51	130,625.00	375,618.49	375,618.49	48.7%	51.3%		