



# City of Seattle

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## 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

December 21, 2017

*Approved January 18, 2018*

**Call to Order:** Commission Chair Joel Nark, called the Public Safety Civil Service Commission special meeting to order at 11:00 a.m. The meeting was in Room 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98104.

**In Attendance:**

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

**In Attendance by Phone:**

Commissioner Christian Halliburton

**1. Approval of Minutes:**

**October 19, 2017 PSCSC Monthly Meeting:** The Commission reviewed the minutes of the October 19, 2017 monthly meeting of the PSCSC. Commissioner Pailca moved to approve the minutes as written. Commissioner Halliburton seconded the motion. The minutes were approved by acclamation and were signed by the Chair.

**2. Case Status Report-Appeals/Update:** The Commission reviewed the case status report.

- **Wall v. SPD-PSCS No. 17-01-007:** The Executive Director reported that the appellant withdrew his appeal. The appeal was dismissed with prejudice, October 15, 2017.

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**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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- 3. Exams Analyst Updates:** Rachael Schade, Police Exams Analyst was present to provide an update on the upcoming police exams. Ms. Schade stated there were 4 entry level exams, 4 lateral exams, and a Sergeants written exam in March followed by Oral boards in April.

Yoshiko Matsui, Acting Fire Exams Analyst, had no current updates. Ms. Matsui was present to request a special meeting of the Commission in April for Fire protests. The Commissioners discussed their availability in April, and will change their regular meeting date in April. This will be reflected in the 2018 meeting schedule.
- 4. 2018 Commission Chair:** Commissioner Pailca moved to nominate Commissioner Halliburton to serve as the 2018 Chair of the Public Safety Civil Service Commission. Commissioner Halliburton accepted the nomination. Commissioner Nark seconded the motion. The motion was passed.
- 5. 2018 Meeting Schedule:** The Commission agreed to change the April 19<sup>th</sup> regular meeting, and schedule two regular meetings in April to accommodate exam protest appeals. The April meetings will be on the 12<sup>th</sup> and the 26<sup>th</sup>, both Thursdays. The Commission will continue to hold the remaining meetings on the third Thursday of the month at 10:00 am. The Executive Director will propose to the Civil Service Commission to hold the joint meeting the 2<sup>nd</sup> Wednesday or Thursday, in December.
- 6. Executive Director's Report:**

  - **Monthly Summit (Budget) Report: Monthly Summit (Budget) Report:** The Executive Director reported that the Budget is on track for year end with no overages.
  - **Employee Elected Commissioner:** The Executive Director reported to the Commission that City employees voted to elect Commissioner Nark to serve a three-year term as the employee elected Commissioner.
- 7. Police/Fire Hire Equity Project Update:** Yoshiko Matsui, introduced Dave Wright, Work Force Development Manager with the Seattle Department of Human Resources (SDHR) to the Commissioners. Mr. Wright and Felecia Caldwell, Director of Workforce Equity will be present at the January meeting to provide updates to the Commission on the SFD & SPD Equity project.
- 8. Police Accountability Legislation:** Rachel Schade, Police Exams Analyst will be present at the January meeting to provide information and updates on the SDHR's proposed plan to implement the preference points enacted in the legislation.

**Adjourn:** All other business before the Commission having been considered, Commission Chair Nark adjourned the meeting at 11:20 am.

Respectfully Submitted by:

/s/ Teresa R. Jacobs 1/18/2018



Date: 1-18-18

Teresa R. Jacobs  
Administrative Staff Assistant

/s/ Christian Halliburton 1/18/2018



Date: 1/18/18

Christian Halliburton  
Commission Chair