



Seattle Civil Service Department

CIVIL SERVICE COMMISSION MEETING AGENDA

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

DATE: Thursday, October 8, 2026

TIME: 2:00 p.m.

LOCATION: In Person and Microsoft Teams (Webinar-view only)

In-Person Location:

SMT 1679 – 700 Fifth Avenue

Civil Service Department Hearing Room

In-Person Attendance Instructions:

Call **(206) 233-7118** or **(206) 586-1991** from the 4th floor lobby to be escorted to the 16th floor.

Important Notes:

- The Microsoft Teams webinar is **view-only**.
- Public comment will NOT be accepted through the webinar platform.
- Public comment may be provided **in person** or **in writing** only.
- For public comment instructions, visit the CSC website:

[Civil Service Commission - Meeting Agenda and Minutes | seattle.gov](#)

Webinar Public Login:

<https://events.gcc.teams.microsoft.com/event/741378ac-94e5-47b8-9f34-1a45ad685820@78e61e45-6beb-4009-8f99-359d8b54f41b?source=copyLinkLegacyShareEventDialog>

Commissioners, Staff, and Invited Guests:

Please join using the Teams presenter invitation. Do not join through the public login link.

Notify staff if you would like to log in early for an audio/video technical check.

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CIVIL SERVICE COMMISSION

Monthly Meeting Agenda

October 8, 2026 @ [2:00 p.m.](#)

SMT 1679 Civil Service Department Hearing Room and Microsoft Teams Webinar-View Only

1.	CALL TO ORDER LAND ACKNOWLEDGEMENT	Commission Chair (CSC 2.05)
2.	COMMISSIONER INTRODUCTIONS	
3.	ADOPTION OF AGENDA	
4.	PUBLIC COMMENT (In Person/Written)	
5.	APPROVAL OF MINUTES	September 17, 2026, CSC Monthly Meeting
6.	UPDATES/DISCUSSION	A. EXECUTIVE DIRECTOR BUDGET & DEPARTMENTAL UPDATES 1. Budget Update 2. Department Update B. CASE STATUS REPORT/APPEAL UPDATES 1. Russell v. SPU-CSC No. 26-01-019A 2. Hecht v. Parks-CSC No. 26-07-021A
7.	ACTION ITEMS	C. 1. Proposed Revision to November Meeting Proposed Dates: Friday, November 13 Monday, November 16 Tuesday, November 17
8.	EXECUTIVE SESSION	Purpose: RCW 42.30.110(1)(g) - To Review the Performance of a Public Employee
9.	OLD/NEW BUSINESS	Registration for the 45 th Annual Civil Service Conference October 20 and 21
10.	ADJOURNMENT	Next Meeting Dates: November 12, 2026 @ 2:00 p.m. (Monthly Meeting) November 19, 2026 @ 11:15 a.m. (Joint Meeting with the PSCSC)



**Civil Service Commission
Monthly Meeting Minutes**

September 17, 2026 @ 2:00 p.m.

Seattle Municipal Tower Room 1679 and Teams

1.	CALL TO ORDER LAND ACKNOWLEDGEMENT	Commission Chair (CSC Rule 2.05) Commission Chair Denise Wells called the meeting to order at 2:00 p.m. And read the Land Acknowledgement.
2.	COMMISSIONER INTRODUCTIONS STAFF, COUNSEL AND GUESTS	The Commissioners were present and introduced themselves. Commission Chair Denise Wells and Commissioners Ray Ceaser and Steve Zwerin. Andrea Scheele, Executive Director; Commission Staff. Commission Counsel: Joe Levan, Assistant City Attorney and Anne Vold, Assistant City Attorney,
3.	ADOPTION OF AGENDA	Commissioner Wells proposed to move the Franklin matter before the Rules review. Commissioner Ceaser moved to adopt the changes to the September 17, 2026, CSC Agenda. Commissioner Zwerin seconded the motion. The motion passed unanimously.
4.	PUBLIC COMMENT	There was no written comment, and no members of the public requested to give public comment.
5.	APPROVAL OF MINUTES	August 13, 2026-CSC Monthly Meeting Commissioners reviewed the minutes of August 13, 2026, CSC Monthly Meeting. Commissioner Ceaser moved to accept the minutes as written. Commissioner Wells seconded the motion. The minutes were approved as read.
6.	UPDATES/DISCUSSION	A. EXECUTIVE DIRECTOR BUDGET & DEPARTMENTAL UPDATES 1. Budget Update 2. Department Update B. CASE STATUS REPORT/APPEAL UPDATES 1. Franklin v. SPR-CSC No. 26-08-001A 2. Russell v. SPU-CSC No. 26-01-019A 3. Hecht v. Parks-CSC No. 26-07-021A

7.	ACTION ITEMS	C. PROPOSED RULEMAKING CSC Comprehensive Rules Revision SMC 4.04.250 K (2) 1. CHANGES TO PROPOSED DRAFT RULES The commission reviewed changes to the proposed draft rules proposed and presented by commission counsel, Joe Levan. Commissioner Zwerin moved to accept the new changes to the proposed draft rules. Commissioner Wells seconded the motion. The motion passed. 2. ADOPTION OF RULES Commissioner Wells moved to adopt the rules. Commissioner Zwerin seconded the motion. The motion passed. D. Franklin v. SPR-CSC No. 26-07-001A Commissioner Wells moved to affirm the decision of the Hearing Examiner. Commissioner Zwerin seconded the motion. The motion passed by a vote of 2 to 1 with Commissioner Ceaser voting no.
8.	EXECUTIVE SESSION	The commission did not go into Executive Session.
9.	OLD/NEW BUSINESS	SAVE THE DATE 45TH Annual Civil Service Conference October 20 and 21
10.	ADJOURNMENT	The meeting ended at 3:17 p.m.

Minutes submitted October 8, 2026, by: Teresa Jacobs

Minutes Approved Amended

October 8, 2026, by: CSC

Signed by CSC Commission Chair, Denise Wells

Monthly meetings are recorded; after January 1, 2024, they may be found at:

<https://www.youtube.com/channel/UCLjvUwCTxoAH-cC4Vt1fMTA>

Previous recordings may be requested via the public records portal at

<https://www.seattle.gov/public-records>

Budget Summary

Business Unit ID

VC0

Year

2026

10/06/2026

Last Pay Period End Date

Monday, October 5, 2026 11:00 AM Pacific Daylight Time (PDT)

Last Refreshed Date

\$3,038,328.00	\$24,225.00	\$67,211.00	\$0.00	\$3,129,764.00	\$39,722.00	\$2,135,120.86	\$2,174,842.86	\$994,643.14
Adopted Budget	Carryforward	Budget Revisions	Budget Transfers	Revised Budget	Encumbrances	Total Expenses	Committments	Remaining Legal Bu...

994,643.14	954,921.14	68.22%	31.78%
Available Balance Before Encumbrances	Available Balance After Encumbrances	Percent Spent Before Encumbrances	Percent Available Before Encumbrances

BSL ID And Name	Adopted Budget	Carryforward	Budget Revisions	Budget Transfers	Revised Budget	Encumbrances	Total Expenses	Total Committments	Remaining Legal Budget
BO-VC-V1CIV - Civil Service Commissions	\$3,038,328.00	\$24,225.00	\$67,211.00	\$0.00	\$3,129,764.00	\$39,722.00	\$2,135,120.86	\$2,174,842.86	\$994,643.14
Revenue - Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$3,038,328.00	\$24,225.00	\$67,211.00	\$0.00	\$3,129,764.00	\$39,722.00	\$2,135,120.86	\$2,174,842.86	\$994,643.14

**CIVIL SERVICE COMMISSION
CASE STATUS REPORT (CSR)
October 2026**

FILED/OPEN

CASE NUMBER	APPELLANT	RESPONDENT DEPARTMENT	DATE FILED	ALLEGED VIOLATION RULE/CODE	ISSUE	STATUS	PRESIDING
26-07-021A	Hecht	SPR	5-21-2026	Classification/Multiple Violations	Alleged violations of Personnel Rules in classification consideration process	Under review	CSC
26-01-019A	Russell	SPU	5-17-2026	Personnel Rule 1.1, 1.3	Suspension	First prehearing was held on July 7. Hearing scheduled for March 23-24, 2027. Case schedule issued.	CSC

CLOSED

CASE NUMBER	APPELLANT	RESPONDENT DEPARTMENT	DATE FILED	ALLEGED VIOLATION RULE/CODE	ISSUE	DISPOSITION	
26-07-001A	Franklin	SPR	1-5-2026	Personnel Rules Violations: PR 1.1 and PR 1.3	Whether reassignment violated Personnel Rules.	On September 17, 2026, CSC affirmed the Hearing Examiner's decision upholding denial of the Step 3 grievance.	CSC

**CIVIL SERVICE COMMISSION
CASE STATUS REPORT (CSR)
October 2026**

**CLOSED
(Continued)**

26-04-009A	Lacambra (Non- employee)	SCL	3-27-2026	None.	Alleged irregularities in exam/application process	Dismissed. Non-employee lacked standing to file appeal.	
26-06-015P	Lacambra	SCL	4-23-2026	SMC 4.04.070; CSC Rule 4.02	Political patronage	Dismissed. Commission did not find sufficient evidence of political patronage to set the matter for hearing.	

Link to Register:

<https://fp.foster.com/rv/ff0114173cbe1528bbed03fced4397b7ca93dfba>



You're Invited

October 20 and 21, 2026

9:00 AM - 4:00 PM (PDT)

Foster Garvey is pleased to announce that the **45th Annual Civil Service Conference**, hosted in partnership with **Public Safety Testing**, will take place October 20 and 21, 2026, from 9:00 a.m. to 4:00 p.m. each day.

Who should attend? This conference provides civil service commissioners, secretaries and examiners, other local human resources officials, and legal counsel with practical information on best practices and emerging issues.

How to register? This year's program features three conference sessions. Please sign up for each session you would like to attend. If you plan to attend all sessions of the conference, **register for both days and receive a discounted ticket price of \$125 (\$25 savings).**

Ticket Prices:

Both Days: \$125

Day One:

PST Annual Business Meeting: Free

Basic Training: \$50

Day Two: \$100

[Register for Both Days](#)