

Upcoming Civil Service Events

- 2026 CSC Rules Update
- CSC and PSCSC Commissioner Elections



City of Seattle

CSC Rules Update: Purpose and Approach

Today's briefing:

- Provide an overview of the proposed Rules update
- Share the upcoming rulemaking process and timeline
- Invite questions about the process (not content)



Rule Revision Development

How the draft was developed

- Informed by operational experience, evolving business practices, and issues identified since the 2014 revision.
- Sponsored by Commissioner Steve Zwerin.
- Developed by Civil Service Department subject matter experts in consultation with the City Attorney's Office (CAO).



CSC's Rule Revision Goals

- Modernize the Rules to reflect current business and operational practices.
- Clarify processes, expectations, terms and standards using plain language where possible.
- Preserve existing policy and merit principles, while maintaining the Commission's authority in accordance with current rules and applicable law.



CSC Rulemaking Process

Current Phase: Stakeholder Preview



- Civil Service Rules of Practice and Procedure ("Rules") govern appeals, political patronage complaints, and commission practice and operation.
- SMC 3.02 establishes the public notice and hearing process for adoption or amending administrative rules.
- Last revision: 2014



Next Steps

CSC Rules Update

- Next: Waiting for feedback/questions from internal stakeholders
- Commissioners separately review proposed updates
- Sept. 1- DJC and website- Public notice period starts
- Sept. 1- Sept 16- Written public comment period
- Sept. 17- Rulemaking hearing. Receive in-person public comment, discussion and possible action.



Commissioner Elections in Fall of 2026

- PSCSC and CSC commissions comprised of Mayor, Council appointees; third seat elected by members of civil service
- Election is administered by City Clerk
- CIV does outreach and education



Commissioner Elections: Timeline

- September
 - City Clerk Notice of Election and call for candidates (postcards, emails)
 - CIV to hold info sessions for interested candidates
- October
 - October 5 – 9 candidate filing week
 - Voting reminder to members
- November
 - November 2 – 6 election week, electronic and paper voting
 - Results certified, shared with members mid-November
- Terms for Commissioner-elects begin January 1, 2027



Commissioner Elections: Next Steps

- Information will be available on PSCSC and CSC websites
- Reach out to Sarah Butler if questions come to you
- We will notify you of progress and results



Civil Service Commissioner 2026 Employee Election



File to be a candidate

- ✓ Filing week is October 2 - 6
- ✓ All civil service covered employees may declare candidacy
- ✓ Term is three years, January 2027 - December 2029
- ✓ Info sessions on September 15 and September 25



Vote in the election

- ✓ Election week is November 5 - 6
- ✓ All civil service covered employees may vote
- ✓ Watch for voting info postcard and email from the City Clerk (be sure your address on file is up to date!)

Civil service and the role of a commissioner

The Civil Service system ensures that employees are hired and retained for their ability to do the work, and are insulated from political pressures. Civil service rights include the opportunity to compete for open positions, limited probationary periods, just cause and due process, and the ability to appeal certain employment actions.

Civil Service Commissioners hold monthly meetings, hear employee appeals, and make recommendations to City leaders. Commissioners are paid a stipend of \$200/pay period, and typically spend 2 - 4 hours a month (infrequently, they meet longer to hear employee appeals).

Find more information at www.seattle.gov/civil-service-commission/who-we-are/get-involved



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