



# Seattle Civil Service Department

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## CIVIL SERVICE COMMISSION MEETING AGENDA

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

**DATE:** Monday, August 11, 2025

**TIME:** 2:00 p.m.

**LOCATION:** In person @ **SMT Room 1679** and Remote Attendance via **Teams**

**Directions to SMT 1679**-Seattle Municipal Tower, 700 5th Ave, Seattle, WA 98104. At the 4th floor main building entry security desk, request elevator access to 16th floor and follow the signs to 1679.

### **Teams Meeting Public Login:**

[Civil Service Commission Monthly Meeting | Meeting-Join | Microsoft Teams](#)

### **Commissioners, staff, and guests Login:**

Please JOIN via the Teams invitation.

[Notify staff if you'd like to log in early for a technical check of your audio and video.](#)

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**Civil Service Commission**  
**Monthly Meeting Agenda**  
**August 11, 2025 @ 2:00 p.m.**  
Seattle Municipal Tower Room 1679 and Teams

1.	<b>CALL TO ORDER LAND ACKNOWLEDGEMENT</b>	Commission Chair (CSC 2.05)
2.	<b>ATTENDEE INTRODUCTIONS</b>	
3.	<b>PUBLIC COMMENT</b>	
4.	<b>APPROVAL OF MINUTES</b>	June 9, 2025, CSC Monthly Meeting
5.	<b>UPDATES/DISCUSSION</b>	<b>A. EXECUTIVE DIRECTOR BUDGET &amp; DEPARTMENTAL UPDATES</b> 1. Budget Update 2. Department Update  <b>B. CASE STATUS REPORT/APPEAL UPDATES</b> Brown v. Parks-CSC No. 25-01-005A
6.	<b>ACTION ITEMS</b>	
7.	<b>EXECUTIVE SESSION</b>	May be cancelled if not needed
8.	<b>OLD/NEW BUSINESS</b>	
9.	<b>ADJOURNMENT</b>	<b>Next Meeting Date:</b> Monday, September 8, 2025 @ 2:00 p.m.



**CITY OF SEATTLE**  
**CIVIL SERVICE COMMISSION**

**Minutes**

**June 9, 2025 @ 2:00 PM (Monthly Meeting)**

Location: Teams and SMT 1679

<b>1.</b>	<b>CALL TO ORDER LAND ACKNOWLEDGEMENT</b>	Commission Chair (CSC Rule 2.05)  Commission Chair Ray Ceaser called the meeting to order at 2:00 p.m.
<b>2.</b>	<b>ATTENDEE INTRODUCTIONS</b>	Chair Ceaser gave attendees an opportunity to introduce themselves. The following people were present: CSC Commissioners: Ray Ceaser, Mary Wideman-Williams, and Denise Wells. Commission Staff: Andrea Scheele, Executive Director, Sarah Butler, Operations & Policy Advisor, and Teresa Jacobs, Executive Assistant. Commission Counsel/Assistant City Attorneys: Joe Levan and Anne Vold.
<b>3.</b>	<b>PUBLIC COMMENT</b>	There was no written comment, and no members of the public requested to give public comment.
<b>4.</b>	<b>APPROVAL OF MINUTES</b>	<b>May 12, 2025-CSC Monthly Meeting</b> Commissioners reviewed the minutes from the May 12, 2025, meeting. Commissioner Ceaser moved to accept the minutes as written. The minutes were approved by acclamation.
<b>5.</b>	<b>UPDATES/DISCUSSION</b>	<b>A. EXECUTIVE DIRECTOR BUDGET &amp; DEPARTMENTAL UPDATES</b> 1. Budget Update 2. Department Update  <b>B. CASE STATUS REPORT/APPEAL UPDATES</b> 3. Brown v. Parks-CSC No. 25-01-005A  <b>C. CIV OUTREACH UPDATE:</b> <i>Sarah Butler, Operations and Policy Advisor.</i>
<b>6.</b>	<b>ACTION ITEMS</b>	There were no action items.
<b>7.</b>	<b>EXECUTIVE SESSION</b>	The commission did not go into Executive Session.
<b>8.</b>	<b>OLD/NEW BUSINESS</b>	There was no old/new business.

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**9. ADJOURNMENT**

The meeting ended at 2:23 p.m.

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Minutes submitted **August 11, 2025,** by: Teresa Jacobs

Minutes ☐ Approved ☐ Amended

**August 11, 2025,** by: CSC

Signed by CSC Commission Chair, Ray Ceaser

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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>





## Save the Date

**October 21 and 22, 2025**  
**9:00 AM - 4:00 PM (PDT)**

**Foster Garvey** is pleased to announce that the **44th Annual Civil Service Conference**, hosted in partnership with **Public Safety Testing**, will take place October 21 and 22, 2025, from 9:00 a.m. to 4:00 p.m. each day.

Please mark your calendars! An invitation with a formal agenda, admission prices and details on how to RSVP will be distributed in the coming months. Planned topics include:

- Public Safety Testing's All-Agency Business Meeting
- Basic Training for New Commissioners & Staff
- DEI in Employment: What Has Changed and What Has Not
- Fourth Edition of Model Rules Update
- Foster Garvey's Annual Legal Update

**The conference will be hosted virtually via Zoom.**

**About the Conference.** For more than four decades, the Civil Service Conference has provided civil service commissioners, secretaries and examiners, other local

### Submit your ideas for our discussion!

Is there an issue or topic that you would like to see covered at this year's conference?

Please send your suggestions to [events@foster.com](mailto:events@foster.com) and we will do our best to weave it into the conversation.