



City of Seattle

CIVIL SERVICE COMMISSIONS

Civil Service Commission

Commission Chair Amy S. Bonfrisco

Commissioner Angelique M. Davis

Commissioner Eric de los Santos

Public Safety Civil Service Commission

Commission Chair Christian M. Halliburton

Commissioner Joel A. Nark

Commissioner Sam Pailca

Joint Special Meeting of Public Safety and Civil Service Commissions

December 20, 2018

Approved January 16, 2019 (CSC)

Approved January 17, 2019 (PSCSC)

Call to Order: Public Safety and Civil Service Commission Chairs Christian Halliburton and Angelique Davis called the Special Joint meeting to order at 10:40 AM. The meeting was in Room 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98104.

In Attendance:

PSCSC

Commissioner Chair Christian M. Halliburton

Commissioner Sam Pailca

CSC

Commission Chair Angelique M. Davis

Commissioner Eric de los Santos

Commissioner Amy S. Bonfrisco

Not in Attendance:

Commissioner Joel Nark (PSCSC)

Jeff Slayton, Assistant City Attorney (CSC/PSCSC)

Jennifer A. Greenlee, Executive Director

Teresa Jacobs, Administrative Staff Assistant

Public Comment: No one signed up to speak.

- 1. Open Public Meetings Act Training:** Jeff Slayton notified the Commissions that OPMA training will be conducted for each Commission separately in January.

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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2. **Update-Executive Director Salary Adjustment:** The Annual Wage Increase for the Executive Director has been deferred. SDHR will provide AWI information after the Coalition of City Unions have completed contract negotiations.

3. **Executive Session**

Executive Director Merit Leave:

The Commissions went into Executive Session at 10:26 am to discuss the Merit Leave award for the Executive Director. The Executive Session ended at 10:45 am. and extended the Executive Session. The Commissions went into Executive Session at 10:47 am. The Executive Session ended at 10:59 am.

Upon returning on the record Commission Chairs Halliburton and Davis on behalf of the Commissions, thanked the Executive Director and the Administrative Staff Assistant for their service to the Commissions.

Commission Chair Davis moved to grant the Executive Director the maximum of 6 days Merit Leave Commissioner Bonfrisco seconded the motion. The motion passed and was approved by acclamation.

Commissioner Pailca stated on behalf of the Commission that they were aware of the aspirations the Executive Director has for the Commission, and they support her instituting a process for feedback and commit to the collaboration in 2019.

4. **Executive Directors Report:**

- **Monthly Budget Report:** The Executive Director reported there were not significant changes to the budget.
- **2019 Budget:** The Executive Director notified the Commission's that she will forward the 2019 Budget Book when it is available.
- **Commissioners Email:** The Executive Director notified the Commissioners that if they have not logged into the network to view their commission email for thirty (30) days, the Executive Director will get notified by IT. Seattle IT is evaluating license levels for Commissioners and will provide the Executive Director with other options if they are available.

5. **Old/New Business:**

- **Commissioner Parking:** Ms. Greenlee notified the Commission that they would no longer receive parking passes for the year. Staff will validate parking tickets for the Seattle

Municipal Tower or SeaPark garage.

Adjourn: No other business was before the Commissions. Commission Chairs Halliburton and Davis adjourned the meeting at 11:11 am.

Respectfully Submitted By:

/s/ Teresa R. Jacobs 1/16/2019



Date: 1-16-2019

Teresa R. Jacobs
Administrative Staff Assistant

/s/ Amy S. Bonfrisco 1/16/2019



Date: 1-16-19

Amy S. Bonfrisco, Chair
Civil Service Commission

Respectfully Submitted By:

/s/ Teresa R. Jacobs 1/17/2019



Date: 1-17-19

Teresa R. Jacobs
Administrative Staff Assistant

/s/ Christian M. Halliburton 1/17/2019



Date: 1/17/19

Christian M. Halliburton, Chair
Public Safety Civil Service Commission