



# City of Seattle

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## CIVIL SERVICE COMMISSIONS

Civil Service Commission  
Commission Chair Mary Wideman-Williams  
Commissioner Joshua Werner

## Staff

Andrea Scheele, Executive Director  
Teresa R. Jacobs, Executive Assistant

May 15, 2023  
Civil Service Commission Special Meeting Minutes  
*Approved: June 12, 2023*

1. **CALL TO ORDER:**

Commission Chair Mary Wideman-Williams called the meeting to order at 2:00 pm. The meeting was held via WebEx and in person in the Commission's Hearing Room 1679 at SMT.

2. **LAND ACKNOWLEDGEMENT:**

Commission Chair Wideman-Williams opened the meeting with the Land Acknowledgment-*The City of Seattle Civil Service Commission acknowledges that we are on the traditional land of the first people of Seattle, the Duwamish. We honor with gratitude the land, and the Duwamish people, past and present.*

3. **INTRODUCTIONS**

**Commission:** Commission Chair Mary Wideman-Williams, Commissioner Joshua Werner

**Staff & Counsel:** Andrea Scheele, Executive Director; Gary Smith, Assistant City Attorney, Joe Levan, Assistant City Attorney, Anne Vold, Assistant City Attorney, Teresa Jacobs, Executive Assistant

4. **PUBLIC COMMENT:** There was no public comment written or in person.

5. **APPROVAL OF MEETING MINUTES**

**March 20, 2023- CSC Monthly Meeting:** Commissioner Werner moved to accept the minutes as written. Commission Chair Wideman Williams seconded the motion. The

motion passed unanimously. The minutes for CSC monthly meeting on March 20, 2023, were approved.

## 6. **CASE STATUS REPORT and APPEALS UPDATE**

Director Scheele informed the commission of the current open appeals. The commission reviewed the case status report.

***Clemons v. SDOT, CSC 22-01-015:*** Ms. Scheele reported this case was referred to the Office for Civil Rights and there is no further update.

***Rogers v. SDOT, CSC No. 23-01-001:*** Director Scheele reported Mr. Rogers had filed a motion for reconsideration, and the city was preparing its response, which is due on May 26th. The commission would hear and decide on the matter.

***Sivage v. SDOT, CSC 22-01-014:*** Ms. Scheele reported the case has been referred to the Seattle Office of Hearing Examiner.

***Reichenbach v. SPU, CSC 23-01-002:*** Director Scheele reported that an appeal had been filed by Ms. Reichenbach, and its timeliness and jurisdiction were still being determined.

## 7. **EXECUTIVE DIRECTOR REPORT**

**Departmental Work and Budget Update:** Director Scheele provided an update to the commission on ongoing departmental work and budget. **Budget:** The commission reviewed the budget document. Ms. Scheele informed the commission she was

preparing the 2024 departmental budget proposal. **PSCSC: Exams:** Director Scheele informed the commission that she continues working with the exam unit on hiring and promotional exams with the Seattle Police and Fire Departments. **Community**

**Preference Points:** PSCSC is also developing the community service preference points program for entry-level police officers. **Reinstatement Requests:** Ms. Scheele said there is an uptick in reinstatement requests related to the lifting of the vaccine mandate.

**New PSCSC Commissioner:** Ms. Scheele notified the commission that Richard Greene was appointed by the City Council as the new PSCSC commissioner. **Conference**

**Attendance:** Ms. Scheele reported she recently attended the Pacific Coast Labor Employment conference in April, which focused on recent developments in labor law.

**Operations and Policy Advisor Position:** Ms. Scheele reported on the upcoming onboarding of Sarah Butler as the new operations and policy analyst. Sarah is a

welcome addition to CSC who will give additional assistance to the department in the capacity of outreach, training, and policy development.

8. **EXECUTIVE SESSION (MAY BE CANCELLED IF NOT NEEDED):** The commission did not go into Executive Session
9. **OLD/NEW BUSINESS:** N/A
10. **ADJOURN:** All other business before the Commission having been considered, Commission Chair Wideman-Williams adjourned the meeting at approximately 2:16 pm

Respectfully submitted on **June 12, 2023**, for the CSC:

*Teresa R. Jacobs*

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Teresa Jacobs, Executive Assistant

Approved

*Mary Wideman-Williams*  
Mary Wideman-Williams, Chair