



# City of Seattle

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## CIVIL SERVICE COMMISSIONS

### The Civil Service Commission

Commission Chair Amy S. Bonfrisco

Commissioner Angelique M. Davis

Commissioner Mary Wideman-Williams

### Staff

Andrea Scheele, Executive Director

Teresa Jacobs, Executive Assistant

March 15, 2021

### Civil Service Commission Special Meeting\*

*Approved: May 17, 2021*

**Call to Order:** Commission Chair Amy Bonfrisco called the meeting to order at 2:06 pm. The meeting was held via WebEx per the Washington Governor's Proclamation No. 20-28.

#### **In Attendance:**

Commission Chair Amy S. Bonfrisco  
Commissioner Mary Wideman-Williams  
Andrea Scheele, Executive Director  
Teresa Chen, Assistant City Attorney  
Teresa R. Jacobs, Executive Assistant

#### **Not in Attendance:**

Commissioner Angelique M. Davis

#### **Commission Chair Bonfrisco opened the meeting with the Land Acknowledgement:**

*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.*

**PUBLIC COMMENT:** No one signed up to speak.

Items were taken out of order:

#### **2. CASE STATUS REPORT/APPEALS/UPDATES: [Gina Kim v. Seattle Public Utilities, CSC No. 20-07-013:](#)**

On November 19, 2020, Ms. Kim filed an appeal with CSC of her department SPU's decision to deny her grievance. The Executive Director dismissed her appeal for lack of jurisdiction. Ms.

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#### City of Seattle Civil Service Commissions

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Kim was present to request the commission review the decision of the Director. Spruce Metzger, Seattle Public Utilities Employee & Labor Relations Manager was present on behalf of the department. The parties were given an opportunity to address the commission. Ms. Kim and Tia Jones addressed the commission.

- **Executive Session:** The commission went into Executive Session at 2:43 pm to deliberate on the Kim v. SPU matter. The Executive Session ended at 3:15. The commission unanimously voted to uphold the decision of Director Scheele.

**1. APPROVAL OF MINUTES**

- **February 16, 2021:** This will be carried over to the next meeting.

**3. CSC ADMINISTRATION**

- **April 19 Commission Retreat- Discussion:** The commission discussed topics they would like to address at the April 19 retreat.
- **Financial Interest Statements:** Ms. Jacobs notified the commission that Financial Interest Statements are due on April 15, 2021.

**4. EXECUTIVE DIRECTOR REPORT** This will be carried over to the next meeting.

- **Departmental Work Update**
- **Budget Update**

**5. OLD/NEW BUSINESS**

**ADJOURN:** All other business before the Commission having been considered, Commission Chair Bonfrisco adjourned the meeting at approximately 3:30 pm

Respectfully Submitted By:

/s/ Teresa R. Jacobs 5/17/2021

/s/ Amy S. Bonfrisco 5/17/2021

Teresa R. Jacobs Date: 5-17-21

Amy Bonfrisco Date: 5-17-21

Teresa R. Jacobs  
Executive Assistant

Amy S. Bonfrisco  
Commission Chair

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