



Seattle Civil Service Department

PUBLIC SAFETY CIVIL SERVICE COMMISSION MEETING AGENDA

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

DATE: Thursday, June 12, 2025

TIME: 10:00 a.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.

In person attendance: Call (206) 233-7118 or (206) 586-1991 to be escorted to the 16th floor from the 4th floor lobby.

Teams Meeting Public Login:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NjU1YzA3NzktZGVhYy00ZTZjLTg4OWUtYjEzZTVkMDU5NmIw%40thread.v2/0?context=%7b%22id%22%3a%2278e61e45-6beb-4009-8f99-359d8b54f41b%22%2c%22oid%22%3a%220cc67185-726d-44dc-b9dc-4e989f1dfbad%22%7d

Commissioners, staff, and guest presenters Login:

Please JOIN via the Teams invitation.

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<https://www.seattle.gov/public-safety-civil-service-commission>

Public Safety Civil Service Commission
Monthly Meeting Agenda
June 12, 2025 @ 10:00 a.m.
 Seattle Municipal Tower Room 1679 and Teams

1.	CALL TO ORDER LAND ACKNOWLEDGEMENT	Commission Chair (PSCSC 2.04)
2.	COMMISSIONER AND STAFF INTRODUCTIONS	
3.	PUBLIC COMMENT	
4.	APPROVAL OF MINUTES	May 15, 2025, PSCSC Monthly Meeting
5.	ACTION ITEMS	A. POSSIBLE EXAM PROTEST REVIEWS <ul style="list-style-type: none"> • Fire Lieutenant Oral Board- <i>None were filed.</i>
6.	UPDATES/DISCUSSION	B. FIRE AND POLICE EXAM UNIT UPDATES <ol style="list-style-type: none"> 1. Police Exams (Rachael Schade, Police Exams Administrator) 2. Fire Exams (Yoshiko Grace Matsui, Fire Exams Administrator) 3. Fire and Police Staffing (Hiring/Attrition Numbers) 4. Entry Police and Fire, Application and Testing Report, 2024-2025 (Adelaide Alderks, Sr. Public Safety Exams Analyst, Amy Jo Snowberger, Public Safety Exams Analyst) 5. Staffing Update (Andrea Scheele, Executive Director) C. EXECUTIVE DIRECTOR BUDGET & DEPARTMENTAL UPDATES <ol style="list-style-type: none"> 6. Department Update 7. Budget Update D. CASE STATUS REPORT/APPEAL UPDATES <ol style="list-style-type: none"> 8. Hill v. SPD-PSCSC No. 24-01-004A 9. Englund v. SPD-PSCSC No. 24-01-006A
6.	EXECUTIVE SESSION	May be cancelled if not needed
7.	OLD/NEW BUSINESS	
8.	ADJOURNMENT	Next Meeting Date: Thursday, July 17, 2025-Monthly Meeting at SMT 1679



**Public Safety Civil Service Commission
Monthly Meeting Minutes**

May 15, 2025 @ 10:00 a.m.

Seattle Municipal Tower Room 1679 and Teams

1.	CALL TO ORDER Commission Chair (PSCSC 2.04)	Commissioner Greene called the meeting to order at 10:01 am.
	LAND ACKNOWLEDGEMENT	
2.	COMMISSIONER AND STAFF INTRODUCTIONS	Commissioner Greene gave attendees an opportunity to introduce themselves. The following people were present: PSCSC Commissioners: Tom Applegate and Queniya Mays. Commission Staff: Andrea Scheele, Executive Director; Sarah Butler, Operations & Policy Advisor; Mike Nelson, Public Safety Exams Manager; Staff of the Public Safety Exams Unit; and Teresa Jacobs, Executive Assistant. Joe Levan, Assistant City Attorney/Commission Counsel. Representatives of Seattle Fire HR and Seattle Police HR. Members of the public were also present. Not in Attendance: Anne Vold, Assistant City Attorney
3.	PUBLIC COMMENT (GENERAL)	There was no public comment in person or in writing.
4.	APPROVAL OF MINUTES	April 18, 2025, PSCSC Monthly Meeting: Commissioner Greene moved to accept the minutes as written. Commissioner Applegate seconded the motion. The minutes were approved by acclamation.
5.	UPDATES/DISCUSSION	A. FIRE AND POLICE EXAM UNIT UPDATES <ol style="list-style-type: none">1. Police Exams (Rachael Schade, Police Exams Administrator)2. Fire Exams (Yoshiko Grace Matsui, Fire Exams Administrator)3. Fire and Police Staffing (Hiring/Attrition Numbers) B. EXECUTIVE DIRECTOR BUDGET & DEPARTMENTAL UPDATES <ol style="list-style-type: none">4. Budget Update5. Department Update

		C. CASE STATUS REPORT/APPEAL UPDATES 6. Hill v. SPD-PSCSC No. 24-01-004A 7. Englund v. SPD-PSCSC No. 24-01-006A
6.	ACTION ITEMS	D. POSSIBLE EXAM PROTEST REVIEWS -There were no Police Captain or Police Lieutenant protests submitted.
7.	EXECUTIVE SESSION	The commission went into Executive Session at 10:35 a.m. Commissioner Greene stated the meeting would adjourn at the conclusion of the Executive Session. The Executive Session ended at 10:44 a.m.
8.	OLD/NEW BUSINESS	There was no Old/New Business.
9.	ADJOURNMENT	The meeting adjourned at 10:44 a.m.

Minutes submitted **June 12, 2025**, by: Teresa Jacobs

Minutes ☐ Approved ☐ Amended

June 12, 2025, by: PSCSC

Signed by PSCSC Commission Chair, Richard Greene

Monthly meetings are recorded, they can be found at:
<https://www.youtube.com/channel/UCglMkgpm-XFGWnnYfMRL4tQ>

Previous recordings may be requested via the public records portal at
<https://www.seattle.gov/public-records>

Civil Service Department
Monthly Expenditures
June 2025

Department Expenditures by Account and Month

Year	2025
City Department ID And Nar	VC000 - Civil Service Commissions Dept
BSL - Budget Program - Mas	All
Fund ID And Name	All

Version 8.2

Account Grouping Level		Adopted	Revised	01 -	02 -	03 -	04 -	05 -	06 -				
One	Account Grouping Level Two	Budget	Budget	Expenses	Expenses	Expenses	Expenses	Expenses	Expenses	YTD Expenses	Encumbrances	Available Balan	Percent Used
Expenditures	Labor	2,098,041	2,098,041	151,145	167,261	154,104	159,235	85,874	-	717,619	-	1,380,422	34.2%
	Non-Labor	719,609	719,609	16,325	40,640	121,730	95,422	65,986	3,190	343,293	14,405	361,912	49.7%
Grand Total		2,817,650	2,817,650	167,469	207,902	275,834	254,657	151,860	3,190	1,060,912	14,405	1,742,333	38.2%

**PUBLIC SAFETY CIVIL SERVICE COMMISSION
CASE STATUS REPORT
June 2025**

			OPEN APPEAL/EXAM PROTEST/REQUEST FOR DECISION/COMPLAINT					
Type	CASE NUMBER	APPELLANT	RESPONDENT DEPARTMENT	DATE FILED	ISSUE	Register/Exam/ Position	Issue/Requested Outcome/Status	PRESIDING
A	24-01-004A	Hill	SPD	5-21-2024	Discharge		1 st Prehearing was held October 24, 2024. Hearing scheduled for September 22-26, 2025.	PSCSC
A	24-01-006A	Englund	SPD	9-23-2024	Suspension		1 st Prehearing was held February 10. Hearing TBD.	PSCSC

A=Appeal (PSCSC 6) E=Exam Protest (PSCSC 9.22) C=Complaint RRM=Request to Review or Modify (PSCSC 2.13.b)
RPro=Register-Promotional

			CLOSED APPEAL/EXAM PROTEST/REQUEST FOR DECISION					
Type	CASE NUMBER	APPELLANT/ REQUESTOR	RESPONDENT DEPARTMENT	DATE FILED	ISSUE	Register/Exam/ Position	Issue/Requested Outcome/Status	PRESIDED
A	25-01-004A	Allen	SPD	2-11-2025	Suspension		Appellant requested to withdraw the appeal on 3-5-2025.	Executive Director
A	25-01-001A	Dave	SPD	1-10-2025	Discharge		Appellant requested to withdraw the appeal on 3-11-2025.	Executive Director

R	25-05-002RPro	Schenkelberg	Fire	1-31-2025	Eligible Register Expired	Fire Captain	Dismissed for lack of timeliness. Dismissal Order issued 2-21-2025	Executive Director
A	24-01-007A	Willis	SPD	10-1-2024	Suspension		Appellant requested to withdraw the appeal, because the parties reached a settlement. A dismissal order was issued 1-4-2025.	Executive Director

		REQUESTS FOR REINSTATEMENT TO ELIGIBLE REGISTER		
		RFR=Request for Reinstatement (PSCSC 10.03)		
CASE NUMBER	DEPT	DATE REQUESTED	POSITION/RANK	DECISION
25-05-002RFR	Police	1-30-2025	Officer	Requester Withdrew
25-05-004RFR	Police	3-7-2025	Officer	Approved
25-05-008RFR	Police	3-11-2025	Officer	Approved
25-05-010RFR	Police	3-27-2025	Officer	Approved
25-05-011RFR	Fire	4-2-2025	Firefighter	TBD
25-05-012RFR	Fire	4-11-2025	Firefighter	TBD
25-05-013RFR	Police	4-16-2025	Lieutenant	Approved at Rank of Police Officer
25-05-014RFR	Fire	4-19-2025	Firefighter	TBD
25-05-015RFR	Police	4-28-2025	Sergeant	Approved at Rank of Police Officer
25-05-016RFR	Police	4-30-2025	Officer	Approved
25-05-017RFR	Fire	4-29-2025	Firefighter	TBD

	REQUESTS FOR PROBATIONARY EXTENSION RPE= Request for Probationary Extension (PSCSC Rule 12.0)		
DEPT	DATE REQUESTED	POSITION/RANK	APPROVED/DENIED
Fire	1-10-2025	Battalion Chief	Approved
Fire	1-10-2025	Lieutenant	Approved
Fire	1-10-2025	Firefighter	Approved
Fire	2-3-2025	Firefighter	Approved
Police	2-18-2025	Officer	Approved
Police	2-24-2025	Officer	Approved
Police	4-14-2025	Officer	Approved
Fire	4-27-2025	Firefighter	Approved
Police	4-29-2025	Sergeant	Approved
Police	5-5-2025	Police	TBD
Police	5-29-2025	Police	TBD