



Seattle Civil Service Department

Public Safety Civil Service Commission

Monthly Meeting Minutes

June 12, 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 INTRODUCTIONS STAFF, COUNSEL AND GUESTS	The Commissioners were present and introduced themselves: Commission Chair Richard Greene, and Commissioners Tom Applegate and Queniya Mays. Andrea Scheele, Executive Director; 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. Not in Attendance: Sarah Butler, Operations & Policy Advisor; Mike Nelson, Public Safety Exams Manager; Anne Vold, Assistant City Attorney
3.	PUBLIC COMMENT (GENERAL)	There was no public comment in person or in writing.
4.	APPROVAL OF MINUTES	May 15, 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.	ACTION ITEMS	POSSIBLE EXAM PROTEST REVIEWS <ul style="list-style-type: none">• Fire Lieutenant Oral Board- <i>None were filed.</i>
6.	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)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) B. EXECUTIVE DIRECTOR BUDGET & DEPARTMENTAL UPDATES 6. Budget Update 7. Department Update C. CASE STATUS REPORT/APPEAL UPDATES 8. Hill v. SPD-PSCSC No. 24-01-004A 9. Englund v. SPD-PSCSC No. 24-01-006A
7.	EXECUTIVE SESSION	The commission did not go into Executive Session
8.	OLD/NEW BUSINESS	Cancellation of July meeting: Commission Chair Greene moved to cancel the meeting. Commissioner Applegate seconded the motion. The motion was approved acclamation.
9.	ADJOURNMENT	The meeting adjourned at 11:04 a.m.

Minutes submitted **September 18, 2025**, by: Teresa Jacobs

Minutes ☒ Approved ☐ Amended
September 18, 2025, by: PSCSC

Signed by PSCSC Commission Chair, Richard Greene

Richard Greene

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

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