



CIVIL SERVICE COMMISSIONS

Public Safety Civil Service Commission

Commission Chair Stacy Connole

Commissioner Dorothy Y. Leggett

Commissioner Joel A. Nark

Staff

Andrea Scheele, Executive Director

Teresa Jacobs, Executive Assistant

Public Safety Civil Service Commission

April 21, 2021-Monthly Meeting

Approved: May 19, 2021

Call to Order: Commission Chair Stacy Connole called the April 21, 2021 Public Safety Civil Service Commission Meeting to order at 10:02 am. The meeting was held via WebEX.

In Attendance

Commission Chair Stacy Connole

Commissioner Dorothy Leggett

Commissioner Joel Nark

Andrea Scheele, Executive Director

Teresa Chen, Assistant City Attorney

Teresa R. Jacobs, Executive Assistant

Public Comment: No members of the public requested to give public comment.

1. APPROVAL OF MINUTES

Approval of Minutes-March 24, 2021 -Monthly Meeting

The Commission reviewed the minutes of the March 24, 2021 monthly meeting. Commissioner Nark moved to approve the minutes. Commissioner Leggett seconded the motion. The minutes were approved by acclamation and will be signed by the chair.

2. APPEAL OF THE DECISION OF DIRECTOR (PSCSC 2.13.b)

- **Moss-PSCSC No. 21-05-012:**

- **Rivera-PSCSC No. 21-05-013**

Lieutenants Moss and Rivera addressed the commission regarding the Executive Director's March 25 decision to deny a Request for Certification submitted by SPD for one promotion for the rank of Police Captain (assignment: Night Captain). The Executive Director had denied SPD's request because there was

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no vacant budgeted position at rank of Captain when the request was made. Both Lieutenants spoke extensively, answered the questions of the Commissioners, and submitted written materials which the commission considered. SPD did not appear at the meeting on its own behalf.

The Executive Director explained that PSCSC Rule 11.02 requires a vacancy for issuance of a certification for promotional consideration. The Director acknowledged that on prior occasions, Captain certifications were issued without a vacancy. She understood that this approach began in 2014 in an effort to accommodate a former SPD's Police Chief's desire to promote and assign captains she selected, though it was contrary to precedent and Rule 11.02. The Executive Director further explained that since 2014, SPD and the PSCSC shared an understanding and intention to return SPD to the number of Captains for which it was budgeted, and for the PSCSC to only issue certifications in the case of an actual vacancy. The Executive Director further stated that although PSCSC issued several promotional certifications for Police Captain since 2014, none were issued since summer 2020. In its March 2021 request for a certification to promote one Captain to the Night Captain assignment, SPD did not assert that there was an urgent operational need to do so.

The lieutenants stated that the denial to issue SPD the certification was unfair because they anticipated being promoted before the August 2021 expiration of the register. Lt. Rivera also explained the impact he felt that the decision not to issue a promotional certification could have on candidates of color, including him and Lt Moss. Lt. Moss explained that because he was in an Acting Captain role, he was particularly aggrieved, and SPD should be allowed to consider him for promotion. Exams Analyst Rachael Schade provided information to the Commission on the Request for Certification process and history of certifications to SPD.

The Commission held an executive session. The Commission then issued an Order requesting that SPD provide additional information in support of their request for certification of one Captain position pursuant to PSCSC Rule 11.02, should SPD wish to do so.

3. EXAM UNIT UPDATES

Yoshiko Grace Matsui, Fire Exams Analyst: Ms. Grace Matsui reported that the unit is currently in the development process for Fire Lieutenant and Fireboat Engineer. The oral boards for Fire Lieutenant are scheduled for the first weekend in June. The written exam for Fireboat Engineer is scheduled for June 16, 2021 and the practical exam is scheduled for mid-September.

Rachael Schade, Police Exams Analyst: Ms. Schade reported the unit is currently in the development process for the Police Captain exam scheduled to be held in late July. The Lieutenant exam is scheduled to take place May 11 through 15. Ms. Schade reported the entry level exam was completed two weeks ago.

4. PSCSC ADMINISTRATION

Financial Interest Statements: Ms. Jacobs reported the commission is 100% compliant for the return of the 2020 Financial Interest Statements.

Signature: Commissioner Stacy Connole
Commissioner.Stacy.Connole (May 22, 2021 08:23 PDT)

Email: COMMISSIONER.STACY.CONNOLE@SEATTLE.GOV

5. EXECUTIVE DIRECTOR REPORT

Departmental Work Update: The Executive Director reported on the following-**Work from Home**- Staff continues to work from home. **CSC**- On April 19The Civil Service Commission held a half day work retreat. **Change Request**-Ms. Scheele is working on change requests for the 2022budget.

Website-Staff is working on website updates for the PSCSC. **Appeals**-Staff is preparing to hold a second prehearing in an appeal matter.

Budget: Staff will meet with the budget analyst to go over anticipated budget needs for 2022.

6. CASE STATUS REPORT

Nina Jones-PSCSC No. 20-01-019-New Appeal: The appellant requested to reschedule the hearing that was scheduled in April. Ms. Scheele reported a second prehearing will be held in May to schedule new hearing dates.

Novisedlak v. SPD-PSCSC No. 20-01-011-Update: The PSCSC hearing panel is currently in deliberation. A decision is due in May.

Lt. R. Crawford-PSCSC No. 20-03-014-Request for Decision (Veteran's Preference): Lt. Crawford filed a writ with King County Superior Court. The hearing is scheduled to take place in May.

7. **EXECUTIVE SESSION:** The commission went into Executive Session at 11:35 a.m. The Executive Session ended at 12:20 p.m. **Moss-PSCSC No. 21-05-012 & Rivera-PSCSC No. 21-05-013:** The commission agreed to give the department an opportunity to provide a Request for Certification for the position of Captain and information supporting the request.

8. **ADJOURN:** All other business before the Commission having been considered, Commission Chair Connole adjourned the meeting at 12:29 am.

Respectfully Submitted by:

/s/ Teresa R. Jacobs 5/19/2021

/s/ Stacy Connole 5/19/2021

Teresa R. Jacobs

Date: 5-19-21

Teresa R. Jacobs
Executive Assistant

Stacy Connole

Date: 5/22/21

Stacy Connole
Commission Chair

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