

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
June 23, 2021-Special Meeting
Approved: July 21, 2021

- 1. Call to Order:** Commission Chair Stacy Connole called the June 23, 2021, Public Safety Civil Service Commission Special Meeting to order at 10:02 a.m. The meeting was held via WebEx.
- 2. Introductions (In Attendance)**

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|---------------------------------------|---|
| Commission Chair Stacy Connole | Yoshiko Grace Matsui, Fire Exams Analyst |
| Commissioner Dorothy Leggett | Rachael Schade, Police Exams Analyst |
| Commissioner Joel Nark | Adelaide Alderks, Fire and Police Exams Analyst |
| Andrea Scheele, Executive Director | Kwang Kim, Fire and Police Exams, Administrative Specialist |
| Teresa Chen, Assistant City Attorney | Randy Moser, Battalion Chief, SFD |
| Teresa R. Jacobs, Executive Assistant | A. Bolton, Firefighter, SFD |
- 3. Public Comment:** No members of the public requested to give public comment.
- 4. APPROVAL OF MINUTES**

Approval of Minutes May 9, 2021, Monthly Meeting

The Commission reviewed the minutes of the May 9, 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.
- 5. FIRE LIEUTENANT EXAMS PROTEST-A.B.-PSCSC No. 21-04-024:** The Commission took into consideration the appeals protest filed by Firefighter A. Bolton regarding the Fire Lieutenant Assessment Center Oral Boards that were held June 5, 2021. Firefighter Bolton who was present, brought an appeal on the development committee's decision on an exam protest that was submitted by another candidate on an oral board examination question. The firefighter who filed the original protest was not present.

Yoshiko Grace Matsui, Fire Exams Analyst and Battalion Chief Randy Moser represented the exam development committee. The committee recommended granting the remedy requested by the appellant. The commission entered an executive session to deliberate.

6. **FIRE AND POLICE EXAMUNIT**

Fire and Police Updates-Yoshiko Grace Matsui, Fire Exams Analyst & Rachael Schade, Police Exams Analyst:

Fire Update: Ms. Matsui provided a Fire exam update, reporting that the Fire Lieutenant Oral Boards were completed. The Fireboat Engineer written exam was also complete, and three (3) candidates participated. The practical exam will take place in September. The development committee is currently planning the 2022 exam cycle.

Police Update: Ms. Schade provided a Police exam update, reporting that the Lateral Police Officer application period is closed. There were twenty (20) applicants, seven (7) participated in the written and the oral boards are scheduled for July 10. 450 applicants were scheduled to participate in the next entry level Police Officer exam. Ms. Schade is working with SPD to encourage applicants to complete all portions of the exam.

Introduction to Fire and Police Exams Unit Administrative Specialist: Kwang Kim was introduced to the commission. Kwan is the exams unit new temporary Administrative Specialist.

Acknowledgment of Fallen Officer: The Commission took a moment to honor SPD Officer Alexandra "Lexi" Harris who passed away while assisting at a crash scene on I-5.

7. **PSCSC ADMINISTRATION-Meeting Dates/Exam Protest Appeals:** The commission confirmed the upcoming meeting dates to accommodate protest appeals and hearings. The commission will hold special meetings on July 21 and August 11 to for exam protest appeals. The September 15 meeting will be adjourned due to a disciplinary appeal hearing that will begin the week of September 13. The remaining meetings for the year are October 20, November 17, and December 15. The November and December meetings may be changed to hold a joint meeting with the Civil Service Commission.

8. **EXECUTIVE DIRECTOR REPORT**

Departmental Work Update: The Executive Director reported on the following-**Work from Home and Return to Work:** Staff continues to work from home and is looking at the SMT meeting room setup to continue to hold remote meetings after returning to the office. **Budget:** The first draft for the 2022 budget proposal was submitted. Director Scheele is working with Budget Analyst Arushi Kumar to finalize. There are no significant expenditures on the monthly budget. We are on target for yearly spending. **Community Service Preference:** Director Scheele is working with SPD and a shareholder group that includes Community Police Commission on Community Service Preference. **Requests for Certification:** Director Scheele reported that SPD submitted requests for certifications for six (6)

Sergeants, two (2) Lieutenants, and a number of Captain certifications. The Captain certifications will be held until they have the appropriate vacancies at that rank.

9. CASE STATUS REPORT

Moss & Rivera/SPD Captain Certification-Update- Prior to the June 23, 2021 meeting, Seattle Police Department and Lieutenant Moss withdrew their appeal requests. Director Scheele will contact Lieutenant Rivera to give them an opportunity to respond.

Jones v. SPD-PSCSC No.20-01-019-Update- Discovery is in progress. The hearing will be held in September.

Crawford-Writ of Review-KCSC-Update- On June 11, 2021, King County Superior Court Judge Spector, issued an order denying the Writ of Review that was filed on the matter of veteran's preference and the veteran's preference rulemaking. She affirmed the decision of the Executive Director, dismissing Lt. Crawford's requests.

10. EXECUTIVE SESSION: The commission went into Executive Session at 10:43 a.m. The Executive Session ended at 11:12 a.m.

- **Fire Lt. Exam Protest:** The commission accepted the recommendation of the development committee and granted Firefighter Bolton's appeal.

11. ADJOURN: All other business before the Commission having been considered, Commission Chair Connole adjourned the meeting at 11:26 a.m.

Respectfully Submitted by:

/s/ Teresa R. Jacobs 7/21/2021

/s/ Stacy Connole 7/21/2021

Teresa R. Jacobs

Date: 7-23-2021

Teresa R. Jacobs
Executive Assistant

Stacy Connole

Date: 07/30/2021

Stacy Connole
Commission Chair

*Request for public records, including audio recording of meetings can be made through the City Public Records Request Center <http://www.seattle.gov/public-records>

Signature: *Stacy Connole*
Stacy Connole (Jul 30, 2021 07:40 PDT)

Email: COMMISSIONER.STACY.CONNOLE@SEATTLE.GOV