



City of Seattle

CIVIL SERVICE COMMISSIONS

Civil Service Commission

Commission Chair Eric de los Santos
Commissioner Angelique M. Davis
Commissioner Steven A. Jewell

Public Safety Civil Service Commission

Commission Chair Christian M. Halliburton
Commissioner Joel A. Nark
Commissioner Sam Pailca

Combined Special Meeting of Public Safety and Civil Service Commissions

April 28, 2014

Approved May 15, 2014 (PSCSC)

Approved May 21, 2014 (CSC)

Call to Order: Civil Service Commissioner Steven Jewell called the Special Joint meeting to order at 9:05 AM. The meeting was in Suite 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98104.

In Attendance:

Commissioner Steven Jewell (CSC)
Jennifer A. Greenlee, Executive Director
Teresa Jacobs, Administrative Staff Assistant

By Phone:

Commission Chair Eric de los Santos (CSC)
Commission Chair Christian Halliburton (PSCSC)
Commissioner Joel Nark (PSCSC)
Commissioner Angelique Davis (CSC)
Commissioner Sam Pailca (PSCSC)
Jeff Slayton, Assistant City Attorney
Gary Smith, Assistant City Attorney

1. Executive Session

- **Executive Director Performance/Salary Adjustment:** The Commissions met jointly via a conference call to discuss the salary adjustment for the Executive Director. The Commission went into Executive Session at 9:05 am. The Executive Session ended at 9:15 am. PSCSC Commission Chair Halliburton motioned to grant the Executive Director a 4% increase and presumptively grant the 1.8% Cost of Living Adjustment (COLA) when the City finalizes. PSCSC Commissioner Nark seconded the motion. Hearing no objections to the motion, the motion carried.

Adjourn: No other business was before the Commission. Commissioner Jewell adjourned the meeting at 9:20 am.

City of Seattle Civil Service Commissions

Seattle Municipal Tower, 700 Fifth Avenue, Suite 1670 PO Box 94729 Seattle, WA 98124-4729
Tel (206) 233-7118, Fax: (206) 684-0755, <http://www.seattle.gov/CivilServiceCommissions/>

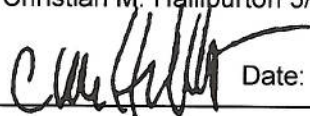
An equal employment opportunity employer. Accommodations for people with disabilities provided upon request

Respectfully Submitted By:

/s/ Teresa R. Jacobs 5/21/2014

 Date: 5-21-14
Teresa R. Jacobs
Administrative Staff Assistant

/s/ Christian M. Halliburton 5/15/2014

 Date: 5-15-14
Christian M. Halliburton
PSCSC Commission Chair

/s/ Eric de los Santos 5/21/2014

 Date: 5-21-14
Eric de los Santos
CSC Commission Chair



City of Seattle

CIVIL SERVICE COMMISSIONS

Civil Service Commission

Commission Chair Angelique M. Davis
Commissioner Eric de los Santos
Commissioner Steven A. Jewell

Public Safety Civil Service Commission

Commission Chair Christian M. Halliburton
Commissioner Joel A. Nark
Commissioner Sam Pailca

Combined Special Meeting of Public Safety and Civil Service Commissions December 10, 2014

Approved January 15, 2015 (PSCSC)

Approved January 21, 2015 (CSC)

Call to Order: Public Safety and Civil Service Commission Chairs Christian Halliburton and Eric de los Santos called the Special Joint meeting to order at 10:10 AM. The meeting was in Room 1650 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98104.

In Attendance:

Commission Chair Eric de los Santos (CSC)
Commissioner Angelique Davis (CSC)
Commissioner Steven Jewell (CSC)
Jennifer A. Greenlee, Executive Director
Teresa Jacobs, Administrative Staff Assistant
Jeff Slayton, Assistant City Attorney
Gary Smith, Assistant City Attorney

Not in Attendance:

Commissioner Sam Pailca (PSCSC)

Commissioner Joel Nark (PSCSC) arrived at 10:45 am

- 1. Open Public Meetings/Public Records Act Training:** Assistant City Attorney's Gary Smith and Jeff Slayton conducted training for the Commissioners on the Open Public Meetings/Public Records Act. This fulfills the requirement of the Office of the Attorney General of Washington, that all members of a governing body of a public agency must receive training. Mr. Smith and Mr. Slayton will keep the Commission informed of any changes or updates.

The following item was taken out of order:

3. Executive Session

- Executive Director Performance/Salary Adjustment/ Merit Leave:**

The Commissions went into Executive Session at 10:50 am to discuss the salary adjustment for the Executive Director. The Executive Session ended at 11:05 am. Civil Service Commission Chair de los Santos moved to grant the Market Adjustment when the City finalizes. The Commissions awarded the maximum of 6 days Merit Leave and

City of Seattle Civil Service Commissions

Seattle Municipal Tower, 700 Fifth Avenue, Suite 1670 PO Box 94729 Seattle, WA 98124-4729

Tel (206) 233-7118, Fax: (206) 684-0755, <http://www.seattle.gov/CivilServiceCommissions/>

An equal employment opportunity employer. Accommodations for people with disabilities provided upon request

forgo any additional salary adjustment for the Executive Director. Public Safety Civil Service Commission Chair Halliburton seconded the motion. Hearing no objections to the motion. The motion passed.

Commissioner Jewell moved to reconfirm the Executive Director to another three year term effective February 2015. Commissioner Nark seconded the motion. Hearing no objections to the motion. The motion passed.

2. Executive Director Report:


- **Budget:** The Executive Director reported the Commissions were under budget for 2014.
- **Employee Elections:** The Executive Director reported the ballot results were certified by the Office of the City Clerk for the Employee Elected Commissioners. Commissioner Nark and Commissioner Jewell were each reelected to serve a term of three years for their respective Commission.

4. Old/New Business: None

Adjourn: No other business was before the Commissions. Commissioners de los Santos and Halliburton adjourned the meeting at 11:10 am.

Respectfully Submitted By:

/s/ Teresa R. Jacobs 1/15 & 21/2015

 Date: 2-18-15
Teresa R. Jacobs
Administrative Staff Assistant

/s/ Christian M. Halliburton 1/15/2015

 Date: 1/15/15
Christian M. Halliburton
PSCSC Commission Chair

/s/ Angelique M. Davis 1/21/2015

 Date: 2/18/15
Angelique M. Davis
CSC Commission Chair