



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

**February 19, 2025 @ 10:00 a.m.**

Seattle Municipal Tower Room 1679 and Teams

1.	<b>CALL TO ORDER</b> Commission Chair (PSCSC 2.04)	Commissioner Greene called the meeting to order at 10:02 am.
<b>LAND ACKNOWLEDGEMENT</b>		
2.	<b>ATTENDEE INTRODUCTIONS</b>	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. Seattle Fire HR: Sarah Lee, Director and Hannah Kosten, Personnel Specialist, Sr. Seattle Police HR: Allen McKenzie, SA2. Members of the public were also present. Not in Attendance: Anne Vold, Assistant City Attorney.
3.	<b>PUBLIC COMMENT</b>	Sarah Lee introduced herself and welcomed new commissioner Queniya Mays.
4.	<b>APPROVAL OF MINUTES</b>	<b>January 16, 2025, PSCSC Monthly Meeting:</b> Commissioner Greene moved to accept the minutes as written. Commissioner Applegate seconded the motion. The minutes were approved by acclamation.
5.	<b>UPDATES/DISCUSSION</b>	<p><b>A. UNDERSTANDING ELIGIBLE REGISTERS &amp; CERTIFICATIONS-TRAINING</b> (Director Scheele and Exam Staff)</p> <p><b>B. FIRE AND POLICE EXAM UNIT UPDATES</b></p> <ol style="list-style-type: none"> <li>1. Police Exams (Rachael Schade, Police Exams Administrator)</li> <li>2. Fire Exams (Yoshiko Grace Matsui, Fire Exams Administrator)</li> <li>3. Fire and Police Staffing (Hiring/Attrition Numbers)</li> </ol>

		<p><b>C. EXECUTIVE DIRECTOR BUDGET &amp; DEPARTMENTAL UPDATES</b></p> <p>4. Budget Update 5. Department Update</p> <p><b>D. CASE STATUS REPORT/APEAL UPDATES</b></p> <p>6. Hill v. SPD-PSCSC No. 24-01-004A 7. Englund v. SPD-PSCSC No. 24-01-006A 8. Willis v. SPD-PSCSC No. 24-01-007A 9. Dave v. SPD-PSCSC No. 25-01-001A 10. Allen v. SPD-PSCSC No. 25-01-004A 11. Schenkelberg v. SPD-PSCSC No. 24-05-002RPro</p>
6.	<b>ACTION ITEMS</b>	There were no action items.
7.	<b>OPMA TRAINING PARLIAMENTARY BASICS</b>	Joe Levan, Assistant City Attorney/Commission Counsel
8.	<b>EXECUTIVE SESSION</b>	The commission went into Executive Session at 12:20 pm. The Executive Session ended at 12:25 pm.
9.	<b>OLD/NEW BUSINESS</b>	There was no old/new business.
10.	<b>ADJOURNMENT</b>	Commission Chair Greene adjourned the meeting at 12:30 pm.

Minutes submitted **March 19, 2025**, by: Teresa Jacobs

Minutes  Approved  Amended

**March 19, 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>