



City of Seattle

CIVIL SERVICE COMMISSIONS

Public Safety Civil Service Commission

Commission Chair Joel A. Nark

Commissioner Stacy Connole

Staff

Andrea Scheele, Executive Director

Teresa Jacobs, Administrative Staff Assistant

Public Safety Civil Service Commission

January 16, 2020

Approved March 5, 2020

Call to Order: Commission Chair Joel Nark, called the Public Safety Civil Service Commission monthly meeting to order at 10:20 a.m. The meeting was in Room 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98104.

In Attendance:

Commission Chair Joel Nark

Commissioner Stacy Connole

Teresa Chen, Assistant City Attorney

Andrea Scheele, Interim Executive Director

Teresa R. Jacobs, Administrative Staff Assistant

1. Approval of Minutes:

- **December 19, 2019-Special Joint Meeting of the PSCSC & CSC and December 19, 2019, Special Meeting of the PSCSC:** The Commission reviewed the minutes of the December 19, 2019 Special Joint meeting of the PSCSC and CSC and Special Meeting of the PSCSC. Commissioner Connole moved to approve the minutes as written. Commission Chair Nark seconded the motion. The minutes were approved by acclamation and were signed by the chair.

2. Executive Director Report:

- **Veteran's Preference Rulemaking:** Ms. Scheele updated the commission on the rulemaking committee meeting that will include representatives from Fire, Police, Labor, Veteran's, and Law. The meeting originally scheduled to take place January 17, 2020 has been postponed until February 26, 2020.
- **Budget:** The commission reviewed the adopted budget for 2020. Ms. Scheele reported the carryover of the 2019 funds for the A/V project was successful.

City of Seattle Civil Service Commissions

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

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- **Hearing Room IT Project Update:** Ms. Scheele reported the Hearing room audio/video project install will take place on January 23rd and 24th. The install will include a backup for the recording in the event a recording stops during a hearing or meeting. Ms. Scheele also notified the commission that she will seek a bid for painting the hearing room and will share with the commission when a quote is received.
- **New Commissioner Appointment:** Ms. Scheele reported that Commissioner Pailca submitted her resignation as Council appointed commissioner. Ms. Scheele continues to source candidates and work with the council representative for commission appointments to fill the vacancy.
- **Department Work Plan/Commission Retreat:** Ms. Scheele reported that staff will hold an onsite retreat to develop a work plan. There is the possibility to hold separate retreats for the CSC and PSCSC.
- **Open Public Meetings Act Training:** Is scheduled to take place in February.
- **CSC Update:** Ms. Scheele provided an update on the Civil Service Commission and notified the commission that elections for the employee elected commissioner will be held this year.

3. Exam Unit Updates: Yoshiko Grace Matsui, Fire Exam Analyst and Rachel Schade, Police Exam Analyst were present to give updates on exams **Police:** Ms. Schade reported to the commission that entry level testing was held on January 11th. There were 698 applicants, 209 sat for the exam; there were 57 from out of state and 152 from in state who were present for the exam. 168 passed which is over an 80% pass rate. The next entry level exam application period opened on January 15th. The Sergeant's exam is currently open for filing and closes tonight at midnight. **Fire:** Ms. Grace Matsui reported to the commission that Captain, Battalion Chief and Fireboat Pilot are currently in the open application period. Oral Boards for Fire begin next week. 1545 applicants have been invited to the boards. Each board will have two uniform and one civilian on the panel. Ms. Grace Matsui reported with the Mayor's support there are 22 City departments to provide staff on loan for the boards.

4. Case Status Report/Appeals Update/Exam Protest/Request for Decision:

- **Goodman v. SPD-PSCSC No. 19-01-032:** Ms. Scheele reported Officer Goodman requested to withdraw his PSCSC appeal to pursue it through his union. A dismissal order will be issued.
- **Request for Decision-Lt. Adams-PSCSC No. 20-03-011- Request for Decision (Veteran's Preference):** Lieutenant Paul Adams filed a Request for Decision regarding Veteran's

Preference Points. The commission heard testimony from Lt. Adams and took comment from Lt. Osment Pyle on the issue.

❖ **Executive Session:** The Commission went into Executive Session at 11:30 am. The Executive Session ended at 11:55 am

❖ **Executive Session:** The Commission went into Executive Session at 11:55 am. The Executive Session ended at 12:14 pm

- **Adams:** In the matter of the Request for Decision by Lt. Adams of the Seattle Fire Department, the following is our response: *While a quorum is present today, testimony was taken and considered, the two commissioners who were present, were not able to reach a decision on this matter. The Request for Decision is denied.*

5. Old Business/New Business:

- **2020 Meeting Schedule:** Ms. Schade asked the commission if the March 19th meeting could be moved to March 26th to allow for Police protests. The commission agreed to cancel the March 19th meeting and a Special Meeting will be held on March 26th. Commissioner Connolly will not be available on February 20th. The commission agreed to cancel the February 20th meeting and will hold a Special Meeting on March 5th. The Commission agreed to cancel the April 16th meeting and hold a Special Meeting on April 23rd to allow for Fire protests.
- **Notice of Special Meetings for Evaluation of Executive Director Candidates:** The Commission reviewed the notices signed by the Chair of the Special Meetings being held January 22nd and January 27th.

Adjourn: All other business before the Commission having been considered, Commission Chair Nark adjourned the meeting at 12:15 pm.

Respectfully Submitted by:

/s/ Teresa R. Jacobs 3/5/2020

/s/ Joel A. Nark 3/5/2020

Teresa R. Jacobs

Date: 3-5-20

Teresa R. Jacobs
Administrative Staff Assistant

J. A. Nark

Date: 02/22/2021

Joel A. Nark
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: 
J. A. Nark (Feb 22, 2021 16:46 PST)

Email: j.nark@comcast.net