



City of Seattle

CIVIL SERVICE COMMISSIONS

Public Safety Civil Service Commission

Commission Chair Joel A. Nark

Commissioner Stacy Connole

Commissioner Dorothy Y. Leggett

Staff

Andrea Scheele, Executive Director

Teresa Jacobs, Administrative Staff Assistant

Public Safety Civil Service Commission

September 17, 2020-Monthly Meeting

Approved: October 15, 2020

Call to Order: Commission Joel Nark called the September 17, 2020 Public Safety Civil Service Commission Special Meeting to order at 10:12 am. The meeting was held via Skype.

In Attendance via Skype

Commission Chair Joel Nark

Commissioner Stacy Connole

Andrea Scheele, Executive Director

Teresa Chen, Assistant City Attorney

Teresa R. Jacobs, Administrative Staff Assistant

1. APPROVAL OF MINUTES

Approval of Minutes-July 30, 2020 -PSCSC Special Meeting

The Commission reviewed the minutes of the July 30, 2020 Special Meeting. Commissioner Connole moved to approve the minutes as written. Commissioner Nark seconded the motion. The minutes were approved by acclamation and will be signed by the chair.

Approval of Minutes-July 2, 2020 -PSCS Special Meeting

The Commission reviewed the minutes of the August 21, 2020 Special Meeting. Commissioner Connole moved to approve the minutes as written. Commissioner Nark seconded the motion. The minutes were approved by acclamation and will be signed by the chair.

2. EXAM UNIT UPDATES

- **Yoshiko Grace Matsui, Fire Exams Analyst: Ms. Grace Matsui was conducting part two of the Fireboat Pilot Practical exams and was not present.** The Fireboat Pilot list will be published in

City of Seattle Civil Service Commissions

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December. The Fire Battalion Chief Assessment list is posted, and the Fire Captain list will be published soon.

- **Rachael Schade, Police Exams Analyst:** Ms. Schade reported the bibliographies for the 2021 Lieutenant promotional exam is published. The Captain suggested reading list will be out in November. The exam will be administered in July of 2021. Lt. Doug Johnson was present and asked for clarification on the publication of the Captains exam. Ms. Schade clarified there were administrative tasks that needed to take place prior to publication and the list would be out shortly.

3. EXECUTIVE DIRECTOR REPORT: Andrea Scheele, Executive Director gave her report to the commission on the following:

- **COVID-19 Update:** Staff continues to telework with intermittent visits to the office to pick up mail, faxes, and brief onsite work.
- **Budget Update:** As of September 10, the budget is at 36.6% for the year. The mayor will present the proposed budget on September 29.
- **Planned Wage Increases for Non-Represented APEX/SAM Positions:** The City will forego 2021 Annual Wage Increases for APEX/SAM.
- **PSCSC Commissioner Appointment:** The City Council Public Safety and Human Services Committee will consider the nomination of the Dorothy Leggett to the PSCSC. If approved Ms. Leggett will go before the full Council on September 29th.
- **Save the Date-39th Annual Civil Service Conference:** The 2021 Civil Service Conference will be held remotely October 13 and 14. Staff will send information as it becomes available.

4. CASE STATUS REPORT

- **Novisedlak v. SPD-PSCSC No. 20-01-011-Update:** The 1st Prehearing was held August 18. Executive Director Scheele presided. Staff is coordinating Discovery and hearing dates for the PSCSC. A special meeting will be scheduled for Commissioners Connole and Leggett to vote for a Pro Tem and go over procedure.
- **Lt. R. Crawford-PSCSC No. 20-03-014-Request for Decision (Veteran's Preference):** Lt. Crawford filed a Writ of Review with the King County Superior Court regarding his appeal to the commission on a decision of the Executive Director. The Executive Director denied his request for removal of Veteran's Preference points awarded for a second time on the Fire Captain's Promotional register. The commission denied Lt. Crawford's appeal at its July 30 meeting.

Adjourn: All other business before the Commission having been considered, Commission Chair Nark adjourned the meeting at 12:30 pm.

Respectfully Submitted by:

/s/ Teresa R. Jacobs 10/15/2020

/s/ Joel A. Nark 10/15/2020

Teresa R. Jacobs

Date: 10-15-20

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 16:42 PST)

Email: j.nark@comcast.net