



City of Seattle

CIVIL SERVICE COMMISSIONS

Civil Service Commission

Commission Chair Amy S. Bonfrisco
Commissioner Angelique M. Davis
Commissioner Eric de los Santos

Public Safety Civil Service Commission

Commission Chair Joel A. Nark
Commissioner Stacy Connole
Commissioner Sam Pailca

Joint Special Meeting of Public Safety and Civil Service Commissions

October 17, 2019

Approved November 20, 2019 (CSC)

Approved November 21, 2019 (PSCSC)

Call to Order: Public Safety Civil Service Commission Chair Joel Nark called the Special Joint meeting to order at 11:45 am. The meeting was in Room 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98104.

In Attendance:

Commission Chair Joel Nark (PSCSC)
Commissioner Stacy Connole (PSCSC)
Commission Chair Amy S. Bonfrisco (CSC)
Commissioner Angelique M. Davis (CSC)
Carolyn Boies, Assistant City Attorney
Jeff Slayton, Assistant City Attorney
Teresa Jacobs, Administrative Staff Assistant

Not in Attendance:

Commissioner Sam Pailca (PSCSC)
Commissioner Eric de los Santos (CSC)

Call to Order/Introductions/Public Comment: No one signed up to speak.

- 1. Pam Inch, Sr. Executive Recruiter, SDHR:** Ms. Inch provided a recruitment plan to for the commission's review. The recruitment plan included a timeline regarding hiring of the permanent Executive Director. The commissioners agreed to go with the timeline that would give more time for a preliminary analysis of classification and more time to assess the position PDQ. The candidate

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/>

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would be selected in January and submitted no later than February 14, 2020 to City Council for confirmation. Ms. Inch provided the costs associated with recruitment and stated they should not be in excess of \$5K.

2. Executive Session-To evaluate the qualifications of applicants for Interim Executive Director

for the Commissions: The commissioners went into Executive Session at: 12:00 pm. The Executive Session ended at 12:46.

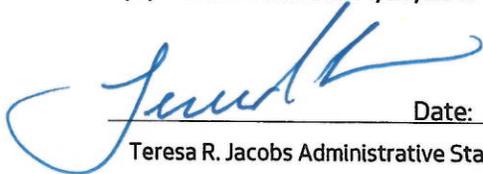
3. Further Discussion-Regarding selection of Interim Executive Director of the Commissions: The commission decided to forgo interviewing candidates. They reviewed qualifications from the submitted resumes. The commission selected Andrea Scheele from FAS who will begin on October 30, 2019 and work out of class in the position until a permanent Executive Director is hired. The commission instructed Ms. Inch to work with Ms. Jacobs to update the PDQ for the Administrative Staff Assistant to reclassify the position.

4. Old/New Business/Update: Jeff Slayton, Assistant City Attorney/Commission Counsel: Commissioner Nark presented a proclamation and plaque on behalf of the employees of the City of Seattle, the Commissioners and staff, commending Jeff Slayton for his service to the Public Safety Civil Service Commission since 2010 and to the Civil Service Commission since 2019.

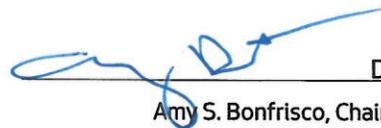
Adjourn: No other business was before the Commissions. Commission Chair Bonfrisco adjourned the meeting at 2:30 pm.

Respectfully Submitted By:

/s/ Teresa R. Jacobs 11/20/2019


Date: 11-20-19
Teresa R. Jacobs Administrative Staff Assistant

/s/ Amy S. Bonfrisco 11/20/2019


Date: 11/20/19
Amy S. Bonfrisco, Chair
Civil Service Commission

Respectfully Submitted By:

/s/ Teresa R. Jacobs 11/21/2019


Date: 11-21-19
Teresa R. Jacobs, Administrative Staff Assistant

/s/ Joel A. Nark 11/21/2019


Date: 11/21/2019
Joel A. Nark, Chair
Public Safety Civil Service Commission