



City of Seattle

CIVIL SERVICE COMMISSIONS

PUBLIC SAFETY CIVIL SERVICE COMMISSION

Commission Chair Christian M. Halliburton

Commissioner Joel A. Nark

Commissioner Sam Pailca

Public Safety Civil Service Commission

October 18, 2018

Approved November 15, 2018

Call to Order: Commission Chair Christian Halliburton, called the Public Safety Civil Service Commission monthly meeting to order at 10:00 a.m. The meeting was in Room 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98104.

In Attendance:

Commission Chair Christian Halliburton

Commissioner Joel Nark

Commissioner Sam Pailca joined the meeting at 10:15 am

Jeff Slayton Assistant City Attorney

Jennifer A. Greenlee, Executive Director

Teresa R. Jacobs, Administrative Staff Assistant

1. Approval of Minutes:

June 21, 2018 PSCSC Monthly Meeting: The Commission reviewed the minutes of the June 21, 2018 monthly meeting of the PSCSC. Commissioner Nark moved to approve the minutes as written. Commissioner Halliburton seconded the motion. Commissioner Pailca was not present. The minutes were approved by acclamation and signed by the Chair.

The agenda was taken out of order to allow Commissioner Pailca to arrive.

5. Executive Director's Report:

- **Monthly Budget Report:** The Commission reviewed the monthly Budget report. The Executive Director reported there were no significant expenditures, and the budget is on track for the year. Commissioner Halliburton inquired if the tools to print reports were now

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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available. The Executive Director stated the information the Commission needs is accessible to print.

3. **Exams Analyst Updates:** **Yoshiko Grace Matsui, Fire Exams Analyst**, updated the Commission on Fire Exams. Ms. Grace Matsui reported the Fireboat Engineer and Fire Lieutenant exams are awaiting final documentation. Veteran's Preference points are being compiled for Fireboat Pilot. **Rachael Schade, Police Exams Analyst** updated the Commission on Police Exams. Ms. Schade reported the Entry Level Exams are being held on Saturday, October 20. There were 800 applicants. Lateral Testing will take place in Texas, Indianapolis, Hawaii, Atlanta, and Washington. Promotional Exams for Police Captain and Police Lieutenant will be held in 2019.
 4. **Police Accountability Legislation-Preference Points:** Greg Doss, Central Staff Analyst was present to give the commission an update on the Police Accountability Ordinance regarding preference points. The police accountability ordinance amends SMC 4.08.070 to allow an SPD applicant who is deemed fluent in another language to have 10 percent credit (language preference points) added to the applicant's examination score for initial hiring or promotion. The applicants' fluency will be verified by the hiring authority based on a measure to be established by the department. **SPOG-Collective Bargaining Agreement:** Commission counsel advised the Commission on certain aspects of the contract that would impact the PSCSC.
2. **Case Status Report:** The Commission reviewed the monthly Case Status Report. The Executive Director reported there were no new appeals filed in June.
 - **Lt. Colin Donnelly (SFD) PSCSC No. 18-05-016:** Lt. Colin Donnelly was present and requested the Commission grant him eligibility to be on the Police Captain register. Lt. Donnelly sat for the test in April 2018. Prior to sitting for the test, Lt. Donnelly inquired several times with Yoshiko Grace Matsui, SDHR Fire Exams Analyst, whether he was eligible to sit for the test. Ms. Grace Matsui affirmed he was eligible and with his education substitution his eligibility would be delayed until November 1, 2019 and the register would expire, in August 2020. Ms. Grace Matsui notified Lt. Donnelly on August 3, 2018 that she mistakenly provided the incorrect information and that he would not be placed on the promotional register. Lt. Donnelly requested the Commission grant the eligibility to be placed on the promotional register or provide another equitable solution. Ms. Grace Matsui was present and addressed the Commission regarding the matter.

6. Old/New Business:

- **PSCSC Rules Review:** The Executive Director reported she has been working with Commission Counsel Jeff Slayton, and Exams Analysts Rachael Schade and Yoshiko Grace Matsui on the Commission rules. They will present any proposed changes to the Commission at future meetings.
- **November and December Meetings:** The next regularly scheduled meetings are November 15 and December 20. The Executive Director notified the Commission that Civil Service Commission was willing to hold the Joint Meeting on December 20.
- **Civil Service Conference Update-**Yoshiko Grace Matsui updated the Commission on her attendance at the 37th Annual Civil Service Conference that was held in September in Yakima.

Executive Session: The Commission went into Executive Session at 11:22 am. The Executive Session Ended at 11:45 am. The commission extended the Executive Session to receive legal advice. The extended Executive Session began at 11:53 am. The extended Executive Session ended at 12:18 pm.

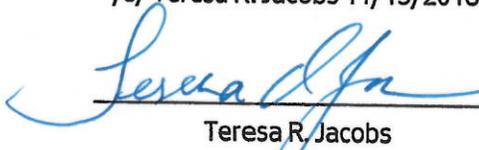
Lt. Colin Donnelly (SFD) PSCSC No. 18-05-016: Although sympathetic to Lt. Donnelly's situation, the Commission denied his request(s) for relief, and he will not be placed on the current register for Fire Captain.

Proposed Language of Accountability Legislation: Commissioner Pailca moved to have a public comment period published for proposed language. Commissioner Halliburton seconded the motion. Commissioner Nark abstained. The motion carried.

Adjourn: All other business before the Commission having been considered, Commission Chair Halliburton adjourned the meeting at 12:47 pm

Respectfully Submitted by:

/s/ Teresa R. Jacobs 11/15/2018



Teresa R. Jacobs
Administrative Staff Assistant

Date: 11-15-18

/s/ Christian Halliburton 11/15/2018



Christian Halliburton
Commission Chair

Date: 11/15/18

