



City of Seattle

CIVIL SERVICE COMMISSIONS

Public Safety Civil Service Commission

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

Staff

Andrea Scheele, Interim Executive Director
Teresa Jacobs, Administrative Staff Assistant

Public Safety Civil Service Commission

Special Meeting*

December 19, 2019

Approved January 16, 2020

Call to Order: Commission Chair Joel Nark, called the Public Safety Civil Service Commission special meeting to order at 11:35 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
Teresa Chen, Assistant City Attorney
Jeff Slayton, Assistant City Attorney
Andrea Scheele, Interim Executive Director
Teresa R. Jacobs, Administrative Staff Assistant

In Attendance by phone:

Commissioner Stacy Connole

Not in Attendance:

Commissioner Sam Pailca

The Agenda was taken out of order.

1. Approval of Minutes:

- **November 21, 2019-PSCSC Monthly Meeting:** The Commission reviewed the minutes of the November 21, 2019 monthly meeting. 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.

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

- **New Appeal-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.

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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- **Request for Reconsideration-Lt. R. Holtman-PSCSC No. 19-01-030- Request for Reconsideration (Veteran's Preference):** Lieutenant Holtman filed a Request for Reconsideration of the commissions November 21, 2019 decision to deny his appeal without prejudice to allow time for the rulemaking process to progress. The commission heard testimony from Lt. Holtman and took comment from Lt. Osmant Pyle, Lt. Tim Taylor (via telephone), Lt. Paul Adams and Lt. Chris Carter also provided statements on the issue.

3. Exam Unit Updates: Yoshiko Grace Matsui, Fire Exam Analyst and Rachel Schade, Police Exam Analyst were present to give updates on exams **Fire:** Ms. Grace Matsui reported to the commission that the Fireboat Engineer register posted on December 16th. The Firefighter application period received 3700 applications during the eight-week open application period; 2100 applicants finished one or both components of the video testing. The statistical analysis is being done to determine who will be invited to take part in the Oral Boards taking place tentatively January 21 through February 14. The open application period for Captain, Battalion Chief and Fireboat Pilot will run tentatively from January 2 through January 16. **Police:** Ms. Schade reported to the commission that statistics for entry level and lateral testing are being compiled. Ms. Schade reported that there are 4 entry level and 4 lateral exams scheduled for 2020. The first lateral exam will be held on January 11, 2020; 600 people signed up for the exam. The Police Sergeant application period is January 2 through January 16. The written exam is scheduled for the first week in March and the Skills Assessment is the last week in April. Ms. Schade also reported that there were 106 hires for 2019. The goal was 110.

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 is scheduled to take place January 17, 2020. Ms. Scheele reported there is a draft agenda that will be sent to stakeholders prior to final posting.
- **Budget:** The commission reviewed the budget printout. Ms. Scheele reported the printout the commission is reviewing is the budget in real time. The commission will receive this budget sheet moving forward.
- **Hearing Room IT Project Update:** Ms. Scheele reported the Hearing room audio/video project is moving forward to get a firm bid on the hardware and labor. FAS is working with staff to get the PO set up to order the equipment by year end for funds to come from the 2019 budget. The commission chair requested staff to find out about a back up for the recording in the event a recording stops during a hearing or meeting. Staff will contact the vendor and make a request for backup.

- **New Commissioner Appointment:** Ms. Scheele reported she is sourcing candidates and working with the council representative for commission appointments, to fill the vacancy for the Council appointed commission position that will be vacant at the end of 2019.

5. Old Business/New Business:

- **2020 PSCSC Chair:** Commissioner Connoles moved for Commissioner Nark to serve as the 2020 PSCSC chair. Commissioner Nark seconded the motion. The motion passed.

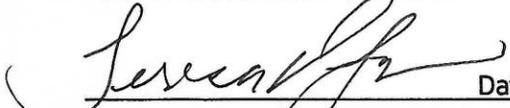
Executive Session: The Commission went into Executive Session at 12:30 pm. The Executive Session ended at 1:50 pm

Holtman: While a quorum was present and considered the two Commissioners who were present could not agree on a decision, Therefore, the earlier decision and Order stands, and the matter remains dismissed without prejudice.

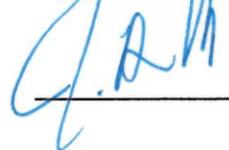
Adjourn: All other business before the Commission having been considered, Commission Chair Nark adjourned the meeting at 1:52 pm.

Respectfully Submitted by:

/s/ Teresa R. Jacobs 1/16/2020


Date: 1-16-20
Teresa R. Jacobs
Administrative Staff Assistant

/s/ Joel A. Nark 1/16/2020


Date: 1/16/2020
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>