



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

May 17, 2018

Approved June 21, 2018

Call to Order: Commissioner Christian Halliburton, Chair, called the Public Safety Civil Service Commission monthly meeting to order at 10:06 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
Jeff Slayton Assistant City Attorney
Jennifer A. Greenlee, Executive Director
Teresa R. Jacobs, Administrative Staff Assistant

1. Approval of Minutes:

April 12, 2018 PSCSC Monthly Meeting: The Commission reviewed the minutes of the April 12, 2018 monthly meeting of the PSCSC. Commissioner Pailca moved to approve the minutes as written. Commissioner Nark seconded the motion. The minutes were approved by acclamation and signed by the Chair.

2. Case Status Report-Appeals Update-Exams Eligibility:

- **Anderson-PSCSC No. 18-03-013-Eligibility/SPD Entry Level Exam:** The Commission reviewed the case status report. There was one request for decision regarding an exam eligibility issue sent via email to the Executive Director. The appellant who lives in Virginia sat for the SPD entry level police exam January 20, 2018. The appellant passed the video and written portions of the exam but did not pass the oral board portion of the exam. The appellant requested the

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Commission grant him the opportunity to apply and sit for the July 2018 exam. The July exam will be held less than one week shy of six months since the appellant took the January exam. The appellant requested an exemption to rule 9.24 (a) Re-Examination, which states:

No one shall be reexamined for the same class within six months of the effective date of such examination, unless authorized by the Executive Director upon showing that it would be in the best interest of the City.

The Commission discussed the equity of granting the request and concluded the rules state that the Executive Director has the authority to authorize the request. They recommended that SDHR add a reference to this rule in its application process. Commissioner Halliburton stated that Appellants should make every effort to appear before the Commission in person or by phone to state their requests and be available to address questions of the Commission. He noted they would have to make a showing that granting the request is in the best interest of the City. The Commission granted Mr. Anderson's request and directed the Executive Director to notify him of the decision.

3. Exams Analyst Updates: **Rachael Schade, Police Exams Analyst** stated the SPD Lateral Entry Exam is scheduled for May 18-19. 19 applicants signed up to take the exam, 4 confirmed. 9 Assessors will be at the City the week of June 4-8 scoring video exams for Sergeant. 72 applicants took the exam. **Yoshiko Grace Matsui, Fire Exams Analyst**, updated the Commission on the Fire Captain Oral Boards that were held May 7-11 at Talaris Conference Center. There were 9 Assessors and 43 candidates. If there are any Protest Appeals, they would be heard by the Commission in June. Battalion Chief exams will be held June 19-21. There are Assessors arriving from various jurisdictions. There are 9 candidates. Ms. Grace Matsui reported the Fireboat Pilot written exams are in July, followed by practical exams in September. Ms. Grace Matsui updated the Commission on the Entry Level Exams. There have been 2800 applicants, 1200 signed up to take the test, 300 have taken the test. There have been ongoing applicant workshops with several more scheduled. The Oral Board committee is meeting, assessors are being scheduled, and the Oral Boards will begin August 1st.

4. Executive Director's Report:

- **Monthly Budget Report:** The Executive Director presented the print out of the monthly budget for Commission review and clarified the various categories, including Activity and Project codes.

6. Old/New Business:

- **Preference Points Update:** The Executive Director presented a memo to the Commission from Greg Doss, Central Staff Analyst, and Amy Tsai, Central Staff Supervising Analyst providing

an update on the Police Accountability Ordinance regarding preference points.

Adjourn: All other business before the Commission having been considered, Commission Chair Halliburton adjourned the meeting at 10:52 am.

Respectfully Submitted by:

/s/ Teresa R. Jacobs 6/21/2018

 Date: 6-21-18

Teresa R. Jacobs
Administrative Staff Assistant

/s/ Christian Halliburton 6/21/2018

 Date: 6/21/18

Christian Halliburton
Commission Chair