



# City of Seattle

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## CIVIL SERVICE COMMISSIONS

### PUBLIC SAFETY CIVIL SERVICE COMMISSION

Commission Chair Joel A. Nark  
Commissioner Christian M. Halliburton  
Commissioner Sam Pailca

### Public Safety Civil Service Commission

October 19, 2017

Approved December 21, 2017

**Call to Order:** Commission Chair Joel Nark, called the Public Safety Civil Service Commission monthly meeting to order at 10:05 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  
Commissioner Christian Halliburton  
Commissioner Sam Pailca  
Jennifer A. Greenlee, Executive Director  
Teresa R. Jacobs, Administrative Staff Assistant  
Jeff Slayton Assistant City Attorney

#### 1. Approval of Minutes:

**August 17, 2017 PSCSC Monthly Meeting:** The Commission reviewed the minutes of the August 17, 2017 monthly meeting of the PSCSC. Commissioner Halliburton moved to approve the minutes as written. Commissioner Pailca seconded the motion. The minutes were approved by acclamation and were signed by the Chair.

#### 2. Case Status Report-Appeals/Update: The Commission reviewed the case status report.

- **Wall v. SPD-PSCS No. 17-01-007:** The Executive Director reported that a new appeal was filed by a former officer appealing his discharge. The Executive Director will schedule a first prehearing and will update the Commission at the November meeting.

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#### City of Seattle Civil Service Commissions

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Tel (206) 233-7118, Fax: (206) 684-0755, <http://www.seattle.gov/CivilServiceCommissions/>

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**3. Police/Fire Hire Equity Project Update:** Felecia Caldwell, Director of Workforce Equity with the Seattle Department of Human Resources (SDHR) and Aziz Chowdhury, Director of Recruiting, and Retention, SDHR were present to address the Commission on the SFD & SPD Equity work relevant to the PSCSC and gain direction on recommendations for immediate consideration. Ms. Caldwell provided the background that in 2016 the Mayor office and City Council requested that SDHR review the entry level hiring process for SPD and SFD. The request was in line with Executive Order 2015-02 on Workforce Equity at the City of Seattle and was funded and launched in early 2017. Mr. Chowdhury outlined the items for immediate consideration: 1. Update the scoring key for the SPD exam. 2. Replace the current SFD written exam with video testing, increase the frequency of testing and number of testing locations from one to seven, and administering the exam over a one-week period. 3. Oral Board: The proposed motion is to include community as well as uniformed members on the interview panel and move to a pass/fail scoring structure. 4. Register Management: Pro-active management of the register by engaging with candidates on a regular basis.

Jeff Miller, VP of the Seattle Firefighters Union, Local 27 was present to address the Commission. He stated the Firefighter Union supports moving barriers to hire equitably and voiced some of his concerns with the proposed changes. Lieutenant Doug Johnson, Seattle Fire Department was present to address the Commission and raise his concerns regarding equity and non-bias representation, particularly with video testing. The Commission is in general agreement of the direction SDHR is moving toward to increase equity in the testing and hiring processes but requested clarification from SDHR in the areas of outside testing, accountability, and oversight. SDHR will provide updates at the November commission meeting.

**Recess:** The Commission went off the record at 11:25 a.m. for a 5 minutes recess.

The Commission returned to the record at 11: 30 a.m.

**4. Exams Analyst Updates:** Yoshiko Matsui, Acting Fire Exams Analyst was present by phone to give the Commission an update on Fire and Police exams. Ms. Greenlee notified the Commission that Fire Exams Analyst Jessica Kennedy, was no longer with the City.

**5. Police Accountability Legislation-Assistant City Attorneys, Jeff Slayton and Josh Johnson:**

Josh Johnson, Assistant City Attorney was present to update the Commission on the legislation that was adopted by the City Council in 2017. Mr. Johnson updated the Commission on Exams Preference Points at the promotional and entry level, the Commission being the sole avenue for appeals due to the elimination of the Disciplinary Review Board (DRB) for SPOG members and the use of arbitrators for SPMA members. and the elimination of the employee elected commissioner position. Most provisions of the ordinance will need to be bargained before implementation. The Executive

Director reported to the Commission that she met with the City's Hearing Examiner, Sue Tanner. Ms. Tanner stated that the OHE does not have the capacity or expertise to conduct appeals for PSCSC. The Hearing Examiner would be using pro-tem hearing officers for PSCSC appeals. Commission counsel will provide further updates at the November meeting.

**Motions:**

- Commissioner Pailca moved to request SDHR develop a work plan on how they would implement preference points and return with an update in November. Commissioner Halliburton seconded the motion. The motion passed.
- Commissioner Pailca moved for Labor Relations to give an update on the timeline for implementing provisions of the ordinance. Commissioner Halliburton seconded the motion. The motion passed.

The full text of the legislation can be found at:

<http://seattle.legistar.com/LegislationDetail.aspx?ID=3041612&GUID=189886AB-6C46-438A-AB56-DA45AE4FCD7B&Options=Advanced&Search=>

**6. Executive Directors Report:**

- **Monthly Summit (Budget) Report:** The Commission reviewed the monthly budget. Ms. Greenlee notified the Commission that the City is currently in the process of the Summit (Budget) Reimplementation Project, which is replacing the City's aging Summit financial system with a new PeopleSoft Financials 9.2 (PS 9.2) system. The new system is scheduled to go live January 2, 2018.
- **2017 Employee Election:** The Executive Director updated the Commission on the election being held in November. Commissioner Nark has declared his candidacy and is running unopposed.
- **Civil Service Conference:** Commissioner Nark updated the Commission on his attendance at the 36<sup>th</sup> Annual Civil Service Conference that was held in September in Yakima.
- **Joint Meeting of the Commissions:** The Commission discussed dates to hold the joint meeting with the Civil Service Commission. The Commissioners agreed to hold the meeting on December 21<sup>st</sup>. The Executive Director will coordinate with the Civil Service Commission.

**7. Old/New Business:** There was no Old/New Business.

**Adjourn:** All other business before the Commission having been considered, Commission Chair Nark adjourned the meeting at 12:09 pm.


Respectfully Submitted by:

/s/ Teresa R. Jacobs 12/21/2017

/s/ Joel A. Nark 12/21/2017

  
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Date: 12-21-17

  
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Date: 12-21-17

Teresa R. Jacobs  
Administrative Staff Assistant

Joel A. Nark  
Commission Chair