

CIVIL SERVICE COMMISSIONS

Public Safety Civil Service Commission

Commission Chair Stacy Connole

Commissioner Dorothy Y. Leggett

Commissioner Joel A. Nark

Staff

Andrea Scheele, Executive Director

Teresa Jacobs, Executive Assistant

Public Safety Civil Service Commission

March 30, 2022-Special Meeting

Approved: April 19, 2022

1. **CALL TO ORDER:** Commission Chair Stacy Connole called the March 30, 2022, Public Safety Civil Service Commission Special Meeting to order at 10:03 a.m. The meeting was held via WebEx.
2. **LAND ACKNOWLEDGEMENT:** Chair Connole read the commission's land acknowledgement.
3. **INTRODUCTIONS (In Attendance)**

Commission: Commission Chair Stacy Connole; Commissioner Dorothy Leggett, Commissioner Joel Nark

Staff & Counsel: Andrea Scheele, Executive Director; Teresa Chen, Assistant City Attorney, Teresa R. Jacobs, Executive Assistant, Mele Hefa, Administrative Assistant (Temporary)

Fire & Police Exams Unit: Rachael Schade, Police Exams Analyst; Yoshiko Grace Matsui, Fire Exams Analyst; Adelaide Alderks, F&P Exams Analyst;

Fire/Police/Guests: Dori Towler, SFD HR. Hannah Kosten, SFD HR, Geoff Miller, Labor Relations, Lt. Tyrone Davis, SPD, Lt. Tony Gaedcke, SPD

4. **PUBLIC COMMENT:** No members of the public requested to give public comment.

ACTION ITEMS

5. **APPROVAL OF MEETING MINUTES**

- **February 16, 2022**

The Commission reviewed the minutes of the February 16, 2022, monthly meeting. Commissioner Leggett moved to accept the minutes as written. Commissioner Nark seconded the motion. The minutes were approved and will be signed by the chair.

6. **ADMINISTRATIVE**

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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2021 Financial Interest Statements (Due no later than April 18, 2022): Ms. Scheele reminded the commission that the Financial Interest Statements for 2021 are due no later than April 18.

7. POLICE SERGEANT PROMOTIONAL EXAM PROTEST APPEALS

The commission considered appeals on exam protest of two questions on the Police Sergeant promotional exam, held March 5, 2022. The candidate was not present at the meeting. The two exam questions were reviewed and discussed by the commission. Rachael Schade, Police Exams Administrator, and Police Lieutenants Tony Gaedcke and Tyrone Davis were present on behalf of the development committee. The remedy requested was removal of the questions from the exam. Later in the meeting, the commissioners held an executive session to deliberate.

DISCUSSION ITEMS

8. FIRE AND POLICE EXAM UNIT

Fire and Police Updates-Yoshiko Grace Matsui, Fire Exams Analyst & Rachael Schade, Police Exams Analyst:

- **Fire Update:** Ms. Grace Matsui reported that written exams for the Fire Battalion Chief and Fire Captain will take place on Friday April 1. Development for the oral board components of the Fire Captain and Battalion Chief are underway. Bibliographies are being finalized for the written exam for Fireboat Pilot. The off-cycle entry level exam for Firefighter is in progress and will run for a few more weeks. The response rate has been very good for an off-cycle exam, and approximately 2000 candidates have applied so far.
- **Police Update:** Ms. Schade reported that the entry-level Police officer exam window closed on March 18. Pass/fail letters were sent to candidates March 25. There were 480 candidates, 209 who completed the exam, 140 passed and were placed on the register. The Sergeant written exam is in progress, scored and invites to oral board assessments will go out.

9. EXECUTIVE DIRECTOR REPORT

Departmental Work and Budget Update: Budget to Actuals (B2A): The commission reviewed the Budget to Actuals report. Ms. Scheele stated the B2A does not yet reflect allocation of funds for Legal Advice. **Fire and Police Exams:** Ms. Scheele recognized the Exams Unit for their outstanding work on developing and administering Police and Fire exams. **Civil Service Commission** Ms. Scheele announced the Council position that was held by Angelique Davis will be filled by the appointment of Evan Chinn formerly of the Department of Construction and Inspection. Commissioner Chinn will begin his term in April. Staff continues to work with the City Clerk's office to hold a Special Election for the employee elected position that was held by Commissioner Bonfrisco. Voting will open on April 25 for all city employees in the civil service. **Budget:** Ms. Scheele reported she continues to work with the Commission's budget analyst to ensure the commission remains appropriately funded to carry out its work. **Community Service Preference Points:** Ms. Scheele reported she is working on the draft rule that will bring the City into compliance with the 2017 Police Accountability Ordinance. **Open Public Meetings:**

The proclamation restricting open public meetings will be suspended at some unknown point in the future. Civ is preparing for return to in-person meetings. Commissioners may attend in person or under the rules commissioners may continue to attend remotely.

10. CASE STATUS REPORT

The commission reviewed the Case Status Report.

- *Young v. SFD*, PSCSC No. 22-01-001APS-New Appeal: The appeal filed by Officer Young was dismissed by the Executive Director for lack of subject matter jurisdiction and referred to Seattle Office for Civil Rights for investigation of discrimination allegations.

11. EXECUTIVE SESSION: The commission went into Executive Session at 10:50. The Executive Session ended at 11:10. After executive session, the PSCSC voted as follows:


Police Sergeant Promotional Exam Protest Appeals

- **PSCSC No. 22-04-012Ex, (Q #58):** The appellants remedy to eliminate the question was denied by a unanimous vote of the commission.
- **PSCSC No. 22-04-013Ex, (Q # 66):** The appellants remedy to eliminate the question was denied by a vote of 2 with 1 abstention.

12. OLD/NEW BUSINESS: There was no Old/New Business

13. ADJOURN: All other business before the Commission having been considered, Commission Chair Connole adjourned the meeting at 11:13 a.m.

Respectfully Submitted on April 16, 2022, for the PSCSC

 (For Teresa Jacobs)
Teresa Jacobs, Executive Assistant

Approved for Publishing: _____
Stacy Connole, 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>.