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**BEFORE THE CITY OF SEATTLE  
PUBLIC SAFETY CIVIL SERVICE COMMISSION**

In the matter of the appeal of

**JEFFREY ALLEN**

Appellant

V.

**SEATTLE POLICE DEPARTMENT**

Respondent

**DISMISSAL ORDER**

**PSCSC no. 25-01-004A**

On February 11, 2025, the Appellant filed an appeal with the Public Safety Civil Service Commission (PSCSC) of a 45-hour disciplinary suspension issued to him by Seattle Police Department (SPD).

On March 5, 2025, the Appellant emailed the PSCSC giving notice that his grievance would proceed to arbitration with the Seattle Police Officer Guild (SPOG) and submitted a signed voluntary withdrawal form.

**ORDER**

Upon reviewing the Appellant's request to withdraw their appeal, I hereby order that the Appellant's appeal is **dismissed**.

Dated this 13<sup>th</sup> day of March 2025,

FOR THE CITY OF SEATTLE PUBLIC SAFETY CIVIL SERVICE COMMISSION

  
Andrea Scheele, Executive Director

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2  
3 **BEFORE THE CITY OF SEATTLE**  
**PUBLIC SAFETY CIVIL SERVICE COMMISSION**

4 In the matter of the appeal of

5 **JEFFREY ALLEN**

6 Appellant

7 V.

8 **SEATTLE POLICE DEPARTMENT**


9 Respondent

**DECLARATION OF SERVICE**

**PSCSC no. 25-01-004A**

10 I, Teresa Jacobs, declare under penalty of perjury under the laws of the State of Washington,  
11 that on the date below, I caused to be served upon the below-listed parties, via email, a true and  
12 correct copy of the foregoing document: **Dismissal Order**.

13

Party	Method of Service
14 Appellant: Ofc. Jeffrey Allen 15 	<input checked="" type="checkbox"/> E-Mail
16 17 Respondent: Seattle Police Department Michael R. Fields, Executive Director, SPD HR <a href="mailto:Michaelr.fields@seattle.gov">Michaelr.fields@seattle.gov</a> 18 19 Allen McKenzie, SA2, SPD HR <a href="mailto:Allen.McKenzie@seattle.gov">Allen.McKenzie@seattle.gov</a> 20 21 Cc: Kimberly Loving, Interim Director, SDHR <a href="mailto:Kimberly.loving@seattle.gov">Kimberly.loving@seattle.gov</a> 22	<input checked="" type="checkbox"/> E-Mail

23 DATED: March 13, 2025, at Seattle, Washington.

*Teresa R. Jacobs*

Teresa R. Jacobs, Executive Assistant  
Civil Service Department



City of Seattle  
Civil Service Commissions

**VOLUNTARY REQUEST TO WITHDRAW APPEAL**

This matter was before the: ☒ Public Safety Civil Service Commission ☐ Civil Service Commission

<sup>1</sup> Appellant Name: Jeffrey Allen		<sup>1</sup> CSC/PSCSC Case No.: 25-01-004A	<sup>1</sup> Date: 3/5/2025
<sup>1</sup> Respondent:		Appellant's Authorized Representative:	

<sup>1</sup> Denotes required

Please select the appropriate action

☒ I am the above-named **Appellant**, and hereby withdraw my appeal in the above-referenced matter.  
Although you are not required, you may state the reason for withdrawal\*

☐ I am the above-named **Authorized Representative** of the Appellant, and hereby withdraw the appeal in the above-referenced matter on the Appellant's behalf.

☐ I am the above-named **Appellant**, Respondent and I have entered into a settlement agreement which resolves the appeal to my satisfaction. (See: CSC Rule 5.22E 1-3). The settlement agreement is attached for the record.

☐ I am the **Authorized Representative** of the Appellant. Respondent and Appellant have entered into a settlement agreement which resolves the appeal to the satisfaction of the Appellant. (See: CSC Rule 5.22E 1-3). The settlement agreement is attached for the record.

By signing and dating below, I certify that the information on this form is correct.

Signature: Jeffrey D Allen

Date: 03/05/2025

Please submit this completed form via email to [andrea.scheele@seattle.gov](mailto:andrea.scheele@seattle.gov). This form may also be submitted via regular mail to **City of Seattle Civil Service Commission, 700 5th Avenue, Suite 1670-P.O. Box 94729, Seattle, WA 98124-4729** or by fax to (206) 684-0755. If you are sending via regular mail, please notify staff that you are mailing in the document.

A Dismissal Order will be issued by the Presiding Officer or Executive Director.



City of Seattle  
Civil Service Commissions

**VOLUNTARY REQUEST TO WITHDRAW APPEAL**

This matter was before the: ☒ Public Safety Civil Service Commission ☐ Civil Service Commission

<sup>1</sup> Appellant Name: Jeffrey Allen		<sup>1</sup> CSC/PSCSC Case No: 25-01-004A	<sup>1</sup> Date: 3/5/2025
<sup>1</sup> Respondent:		Appellant's Authorized Representative:	

<sup>1</sup> Denotes required

Please select the appropriate action

☒ I am the above-named **Appellant**, and hereby withdraw my appeal in the above-referenced matter.  
Although you are not required, you may state the reason for withdrawal\*

☐ I am the above-named **Authorized Representative** of the Appellant, and hereby withdraw the appeal in the above-referenced matter on the Appellant's behalf.

☐ I am the above-named **Appellant**, Respondent and I have entered into a settlement agreement which resolves the appeal to my satisfaction. (See: CSC Rule 5.22E 1-3). The settlement agreement is attached for the record.

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A Dismissal Order will be issued by the Presiding Officer or Executive Director.



CITY OF SEATTLE CIVIL SERVICE COMMISSIONS

APPEAL NO. PSCSC No. 25-01-004A

FILED: February 11, 2025

## NOTICE OF APPEAL TO THE PUBLIC SAFETY CIVIL SERVICE COMMISSION

The appeal must be received by the Executive Director **within 10 (ten) days**, following the received date or the postmarked date of the final notice from the department to the appellant.

**INSTRUCTIONS:** Complete all the pages, sign and attach any documents or correspondence that you have received from the Department related to your appeal. Send by postal or hand deliver to the Executive Director, Civil Service Commissions 700 5th Avenue, Suite 1670, PO Box 94729, Seattle, WA 98124-472 or email to [Andrea.Scheele@seattle.gov](mailto:Andrea.Scheele@seattle.gov) or [Teresa.Jacobs@seattle.gov](mailto:Teresa.Jacobs@seattle.gov)

**An original signature of the appellant or authorized representative is required for appeals.**

I. <u>Jeffrey D Allen</u>	<u>2300 SW Webster St.</u>	<u>206-733-9800</u>
Appellant's Full Name	Work Address	Work Telephone
<u>Police Officer</u>	<u>B/SAW</u>	<u>Sgt. K. O'Dell</u>
Residence Address	City/State/Zip	Home Telephone/Email
<u>1/2018</u>	<u>10/17/2017</u>	
Job Title/Position	Department/Unit	Immediate Supervisor
Start Date in Position	City Employee Since, Month/Date/Year	Employee ID #

**II. ACTION BEING APPEALED: (check one)**

☒ Suspension

☐ Discharge

☐ Demotion

☐ Violation of Article XVI of the Charter of the City of Seattle, PSCSC Ordinance or PSCSC Rules  
(Please list the rule): \_\_\_\_\_

☐ Other Personnel Related Issue: (Please briefly state the issue): \_\_\_\_\_

Email: \_\_\_\_\_

Signature of Attorney/Representative: (If filling out this form):

\_\_\_\_\_ Date \_\_\_\_\_

A. **APPELLANT:**

If you **do not** have an attorney or a representative, please enter the address where All documents related to this appeal should be sent:

Mailing Address: \_\_\_\_\_

Personal Email: \_\_\_\_\_

Home/Cell Phone (Include Area Code): \_\_\_\_\_

Jeffrey Allen  
APPELLANT'S NAME (PLEASE PRINT)

[Signature] 2/11/25  
SIGNATURE OF APPELLANT DATE

**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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