



PUBLIC SAFETY CIVIL SERVICE COMMISSION
MONTHLY MEETING AGENDA

The agenda is subject to change to address immediate Commission concerns.

DATE: Thursday, September 18, 2025

TIME: 10:00 a.m.

LOCATION: In person **SMT Room 1679**

Directions to SMT 1679-Seattle Municipal Tower, 700 5th Ave, Seattle, WA 98104.

In person attendance: Call (206) 233-7118 or (206) 586-1991 to be escorted to the 16th floor from the 4th floor lobby.

Teams Meeting Public Login:

[PSCSC Monthly Meeting | Meeting-Join | Microsoft Teams](#)

Commissioners, staff, and guest presenters Login:

Please JOIN via the Teams invitation.

Subscribe to receive PSCSC Meeting Agendas, Notices, and News:

<https://www.seattle.gov/public-safety-civil-service-commission>

Public Safety Civil Service Commission

Monthly Meeting Agenda

September 18, 2025 @ 10:00 a.m.

Seattle Municipal Tower Room 1679 and Teams

| | | |
|----|---|--|
| 1. | CALL TO ORDER LAND ACKNOWLEDGEMENT | Commission Chair (PSCSC 2.04) |
| 2. | COMMISSIONER INTRODUCTIONS | |
| 3. | EXECUTIVE SESSION | May be cancelled if not needed |
| 4. | PUBLIC COMMENT | |
| 5. | APPROVAL OF MINUTES | June 12, 2025, PSCSC Monthly Meeting August 21, 2025, PSCSC Retreat/Hearing Prep Training |
| 6. | ACTION ITEMS | |
| 7. | UPDATES/DISCUSSION | A. FIRE AND POLICE EXAM UNIT UPDATES 1. Police Exams (Rachael Schade, Police Exams Administrator) 2. Fire Exams (Yoshiko Grace Matsui, Fire Exams Administrator) 3. Fire and Police Staffing (Hiring/Attrition Numbers) 4. Staffing Update (Andrea Scheele, Executive Director) B. EXECUTIVE DIRECTOR BUDGET & DEPARTMENTAL UPDATES 5. Department Update 6. Budget Update |

| | | |
|----|-------------------------|--|
| | | C. CASE STATUS REPORT/APPEAL UPDATES 7. Hill v. SPD-PSCSC No. 24-01-004A 8. Englund v. SPD-PSCSC No. 24-01-006A 9. Englund v. SPD-PSCSC No. 25-01-024A |
| 8. | OLD/NEW BUSINESS | D. SAVE THE DATE 44 th Annual Civil Service Conference October 21 and 22, 2025 (9 a.m.-4 p.m.) E. JOINT MEETING WITH CSC November 20, 2025 (10:00 a.m.) |
| 9. | ADJOURNMENT | Next Meeting Date: Thursday, October 9, 2025 (Possible Fireboat Engineer Practical Exam Protest Review) |



**Public Safety Civil Service Commission
Monthly Meeting Minutes**

June 12, 2025 @ 10:00 a.m.

Seattle Municipal Tower Room 1679 and Teams

| | | |
|----|--|--|
| 1. | CALL TO ORDER Commission Chair (PSCSC 2.04) | Commissioner Greene called the meeting to order at 10:01 am. |
| 2. | LAND ACKNOWLEDGEMENT COMMISSIONER INTRODUCTIONS STAFF, COUNSEL AND GUESTS | The Commissioners were present and introduced themselves: Commission Chair Richard Greene, and Commissioners Tom Applegate and Queniya Mays. Andrea Scheele, Executive Director; Staff of the Public Safety Exams Unit; and Teresa Jacobs, Executive Assistant. Joe Levan, Assistant City Attorney/Commission Counsel. Representatives of Seattle Fire HR and Seattle Police HR. Not in Attendance: Sarah Butler, Operations & Policy Advisor; Mike Nelson, Public Safety Exams Manager; Anne Vold, Assistant City Attorney |
| 3. | PUBLIC COMMENT (GENERAL) | There was no public comment in person or in writing. |
| 4. | APPROVAL OF MINUTES | May 15, 2025, PSCSC Monthly Meeting: Commissioner Greene moved to accept the minutes as written. Commissioner Applegate seconded the motion. The minutes were approved by acclamation. |
| 5. | ACTION ITEMS | POSSIBLE EXAM PROTEST REVIEWS <ul style="list-style-type: none"> • Fire Lieutenant Oral Board- <i>None were filed.</i> |
| 6. | UPDATES/DISCUSSION | A. FIRE AND POLICE EXAM UNIT UPDATES <ol style="list-style-type: none"> 1. Police Exams (Rachael Schade, Police Exams Administrator) 2. Fire Exams (Yoshiko Grace Matsui, Fire Exams Administrator) 3. Fire and Police Staffing (Hiring/Attrition Numbers) 4. Entry Police and Fire, Application and Testing Report, 2024-2025 (Adelaide Alderks, Sr. Public Safety Exams Analyst, Amy Jo Snowberger, Public Safety Exams Analyst) |

| | | |
|----|--------------------------|---|
| | | <p>5. Staffing Update (Andrea Scheele, Executive Director)</p> <p>B. EXECUTIVE DIRECTOR BUDGET & DEPARTMENTAL UPDATES</p> <p>6. Budget Update</p> <p>7. Department Update</p> <p>C. CASE STATUS REPORT/APEAL UPDATES</p> <p>8. Hill v. SPD-PSCSC No. 24-01-004A</p> <p>9. Englund v. SPD-PSCSC No. 24-01-006A</p> |
| 7. | EXECUTIVE SESSION | The commission did not go into Executive Session |
| 8. | OLD/NEW BUSINESS | Cancellation of July meeting: Commission Chair Greene moved to cancel the meeting. Commissioner Applegate seconded the motion. The motion was approved acclamation. |
| 9. | ADJOURNMENT | The meeting adjourned at 11:04 a.m. |

Minutes submitted **September 18, 2025**, by: Teresa Jacobs

Minutes Approved Amended
September 18, 2025, by: PSCSC

Signed by PSCSC Commission Chair, Richard Greene

Monthly meetings are recorded, they can be found at:
<https://www.youtube.com/channel/UCgIMkgpm-XFGWnnYfMRL4tQ>

Previous recordings may be requested via the public records portal at
<https://www.seattle.gov/public-records>



PUBLIC SAFETY CIVIL SERVICE COMMISSION

Special Meeting Minutes

PSCSC Retreat/Hearing Prep Training

August 21, 2025

Seattle Municipal Tower Room 1679

| | | |
|----|---|--|
| 1. | CALL TO ORDER Commission Chair (PSCSC 2.04) | Commissioner Greene called the meeting to order at 10:01 am. |
| | LAND ACKNOWLEDGEMENT | |
| 2. | COMMISSIONER INTRODUCTIONS STAFF, COUNSEL AND GUESTS | The Commissioners were present and introduced themselves: Commission Chair Richard Greene, and Commissioners Tom Applegate and Queniya Mays. Andrea Scheele, Executive Director; Sarah Butler, Operations & Policy Advisor; Teresa Jacobs, Executive Commission Counsel: Assistant City Attorneys Joe Levan and Anne Vold; Guest: Allen McKenzie, Labor and Employment Advisor, SPD |
| 3. | PUBLIC COMMENT (GENERAL) | There was no public comment in person or in writing. |
| 4. | ACTION ITEMS | There were no action items. |
| 5. | PSCSC RETREAT | Hearing Prep Training |
| 6. | EXECUTIVE SESSION | The commission went into the Executive Session at 12:57 p.m. Commissioner Greene stated the meeting would adjourn at the conclusion of the Executive Session. The Executive Session ended at 1:47 p.m. |
| 7. | OLD/NEW BUSINESS | There was no Old/New Business. |
| 8. | ADJOURNMENT | The meeting adjourned at 1: 47 p.m. |

Minutes submitted **September 18, 2025**, by: Teresa Jacobs

Minutes Approved Amended
September 18, 2025, by: PSCSC

Signed by PSCSC Commission Chair, Richard Greene

Monthly meetings are recorded, they can be found at:
<https://www.youtube.com/channel/UCgIMkgpm-XFGWnnYfMRL4tQ>

Previous recordings may be requested via the public records portal at
<https://www.seattle.gov/public-records>

Budget Summary

Business Unit ID

VCO

Year

2025

09/09/2025

Last Pay Period End Date

Tuesday, September 16, 2025 01:00 PM Pacific Daylight Time (PDT)

Last Refreshed Date

| | | | | | | | | |
|-----------------------|---------------|--------------------|------------------|-----------------------|--------------------|-----------------------|-----------------------|-----------------------|
| \$2,817,650.00 | \$0.00 | \$67,211.00 | \$0.00 | \$2,884,861.00 | \$61,405.00 | \$1,847,566.18 | \$1,908,971.18 | \$1,037,294.82 |
| Adopted Budget | Carryforward | Budget Revisions | Budget Transfers | Revised Budget | Encumbrances | Total Expenses | Committments | Remaining Legal Bu... |

| | | | |
|---------------------------------------|--------------------------------------|-----------------------------------|---------------------------------------|
| 1,037,294.82 | 975,889.82 | 64.04% | 35.96% |
| Available Balance Before Encumbrances | Available Balance After Encumbrances | Percent Spent Before Encumbrances | Percent Available Before Encumbrances |

| BSL ID And Name | Adopted Budget | Carryforward | Budget Revisions | Budget Transfers | Revised Budget | Encumbrances | Total Expenses | Total Committments | Rerr |
|---|-----------------------|---------------|--------------------|------------------|-----------------------|--------------------|-----------------------|-----------------------|------|
| BO-VC-V1CIV - Civil Service Commissions | \$2,817,650.00 | \$0.00 | \$67,211.00 | \$0.00 | \$2,884,861.00 | \$61,405.00 | \$1,847,566.18 | \$1,908,971.18 | |
| MO-VC-V1CIV - Civil Service Commissions | \$2,817,650.00 | \$0.00 | \$67,211.00 | \$0.00 | \$2,884,861.00 | \$61,405.00 | \$1,847,566.18 | \$1,908,971.18 | |
| 00100 - General Fund | \$2,817,650.00 | \$0.00 | \$67,211.00 | \$0.00 | \$2,884,861.00 | \$61,405.00 | \$1,847,566.18 | \$1,908,971.18 | |
| VCADMIN - Leadership and Administration | \$964,071.68 | \$0.00 | \$67,211.00 | \$0.00 | \$1,031,282.68 | \$8,000.00 | \$513,495.62 | \$521,495.62 | |
| VCCIV-FIREEXAMS - PUBLIC SAFETY CIVIL SVC EXAMS | \$907,412.34 | \$0.00 | \$0.00 | \$0.00 | \$907,412.34 | \$53,405.00 | \$370,012.08 | \$423,417.08 | |
| VCCIVILSV - Civil Service Commissions | \$38,753.52 | \$0.00 | \$0.00 | \$0.00 | \$38,753.52 | \$0.00 | \$414,516.66 | \$414,516.66 | |
| VCCIV-POLEXAMS - Police Civil Service Exams | \$907,412.46 | \$0.00 | \$0.00 | \$0.00 | \$907,412.46 | \$0.00 | \$549,541.82 | \$549,541.82 | |
| Revenue - Revenue | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Total | \$2,817,650.00 | \$0.00 | \$67,211.00 | \$0.00 | \$2,884,861.00 | \$61,405.00 | \$1,847,566.18 | \$1,908,971.18 | |

**PUBLIC SAFETY CIVIL SERVICE COMMISSION
CASE STATUS REPORT
September 2025**

| | | | OPEN APPEAL/EXAM PROTEST/REQUEST FOR DECISION/COMPLAINT | | | | | |
|------|-------------|-----------|--|------------|------------|----------------------------|--|-----------|
| Type | CASE NUMBER | APPELLANT | RESPONDENT DEPARTMENT | DATE FILED | ISSUE | Register/Exam/ Position | Issue/Requested Outcome/Status | PRESIDING |
| A | 24-01-004A | Hill | SPD | 5-21-2024 | Discharge | | 1 st Prehearing was held October 24, 2024. 9-3-2025 The parties were granted a Joint Motion for Continuance. The hearing scheduled for September 22-26, 2025, has been cancelled. | PSCSC |
| A | 25-01-024A | Englund | SPD | 8-28-2025 | Suspension | | Disciplinary appeal. Appellant is awaiting SPOG decision on possible grievance. | Abeyance |

A=Appeal (PSCSC 6) E=Exam Protest (PSCSC 9.22) C=Complaint RRM=Request to Review or Modify (PSCSC 2.13.b)
RPro=Register-Promotional

| | | | CLOSED APPEAL/EXAM PROTEST/REQUEST FOR DECISION | | | | | |
|------|----------------|-------------------------|---|---------------|------------|----------------------------|---|--------------------|
| Type | CASE NUMBER | APPELLANT/ REQUESTOR | RESPONDENT DEPARTMENT | DATE FILED | ISSUE | Register/Exam/ Position | Issue/Requested Outcome/Status | PRESIDED |
| A | 24-01-006A | Englund | SPD | 9-23-2024 | Suspension | | Appellant requested to withdraw the appeal, because the | Executive Director |

| | | | | | | | | |
|---|---------------|--------------|------|-----------|---------------------------|--------------|--|--------------------|
| | | | | | | | parties reached a settlement. A dismissal order was issued 8-26-2025 | |
| A | 25-01-004A | Allen | SPD | 2-11-2025 | Suspension | | Appellant requested to withdraw the appeal on 3-5-2025. | Executive Director |
| A | 25-01-001A | Dave | SPD | 1-10-2025 | Discharge | | Appellant requested to withdraw the appeal on 3-11-2025. | Executive Director |
| R | 25-05-002RPro | Schenkelberg | Fire | 1-31-2025 | Eligible Register Expired | Fire Captain | Dismissed for lack of timeliness. Dismissal Order issued 2-21-2025 | Executive Director |
| A | 24-01-007A | Willis | SPD | 10-1-2024 | Suspension | | Appellant requested to withdraw the appeal, because the parties reached a settlement. A dismissal order was issued 1-4-2025. | Executive Director |

| REQUESTS FOR REINSTATEMENT TO ELIGIBLE REGISTER | | | | |
|---|--------|----------------|---------------|-------------------|
| RFR=Request for Reinstatement (PSCSC 10.03) | | | | |
| CASE NUMBER | DEPT | DATE REQUESTED | POSITION/RANK | DECISION |
| 25-05-002RFR | Police | 1-30-2025 | Officer | Request Withdrawn |
| 25-05-004RFR | Police | 3-7-2025 | Officer | Approved |
| 25-05-008RFR | Police | 3-11-2025 | Officer | Approved |
| 25-05-010RFR | Police | 3-27-2025 | Officer | Approved |
| 25-05-011RFR | Fire | 4-2-2025 | Firefighter | Approved |
| 25-05-012RFR | Fire | 4-11-2025 | Firefighter | Approved |

| | | | | |
|--------------|--------|-----------|-------------|------------------------------------|
| 25-05-013RFR | Police | 4-16-2025 | Lieutenant | Approved at Rank of Police Officer |
| 25-05-015RFR | Police | 4-28-2025 | Sergeant | Approved at Rank of Police Officer |
| 25-05-016RFR | Police | 4-30-2025 | Officer | Approved |
| 25-05-017RFR | Fire | 4-29-2025 | Firefighter | Not Recommended |
| 25-05-022RFR | Police | 8-18-2025 | Officer | Request Withdrawn |
| 25-05-023RFR | Fire | 8-19-2025 | Firefighter | Request Withdrawn |

| REQUESTS FOR PROBATIONARY EXTENSION RPE= Request for Probationary Extension (PSCSC Rule 12.0) | | | |
|--|----------------|-----------------|-----------------|
| DEPT | DATE REQUESTED | POSITION/RANK | APPROVED/DENIED |
| Fire | 1-10-2025 | Battalion Chief | Approved |
| Fire | 1-10-2025 | Lieutenant | Approved |
| Fire | 1-10-2025 | Firefighter | Approved |
| Fire | 2-3-2025 | Firefighter | Approved |
| Police | 2-18-2025 | Officer | Approved |
| Police | 2-24-2025 | Officer | Approved |
| Police | 4-14-2025 | Officer | Approved |
| Fire | 4-27-2025 | Firefighter | Approved |
| Police | 4-29-2025 | Sergeant | Approved |
| Police | 5-5-2025 | Officer | Approved |
| Police | 5-29-2025 | Officer | Approved |
| Police | 6-17-2025 | Officer | Approved |
| Police | 8-1-2025 | Officer | Approved |
| Police | 8-11-2025 | Officer | Approved |
| Police | 8-15-2025 | Officer | Approved |
| Fire | 8-21-2025 | Firefighter | Approved |

| | | | |
|--------|-----------|-------------|----------|
| Fire | 8-21-2025 | Firefighter | Approved |
| Police | 8-29-2025 | Officer | Approved |
| Police | 9-3-2025 | Officer | TBD |

**HILL V. SPD
PSCSC #24-01-004A**

**ORDER GRANTING JOINT MOTION FOR CONTINUANCE
and NOTICE OF STATUS CONFERENCE**

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

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

BURTON HILL
Appellant

v.

SEATTLE POLICE DEPARTMENT,
Respondent

PSCSC no. 24-01-004A

**ORDER GRANTING JOINT MOTION FOR
CONTINUANCE and NOTICE OF STATUS
CONFERENCE**

Status Conference: September 8, 2025

On August 13, 2025, Kathryn Childers, Assistant City Attorney for the Respondent Seattle Police Department, and Mark Davis, attorney for Appellant Burton Hill, notified the Commission via email of a joint request for a continuance in this matter. The parties cited the need for additional discovery as the reason for the stipulation. The parties agreed that the discovery could not be completed in time for the hearing originally scheduled to begin on September 22, 2025.

ORDER and NOTICE of STATUS CONFERENCE

Upon review of the parties' request for continuance and finding the request to be reasonable and supported by good cause, the Commission hereby **GRANTS** the Motion for Continuance.

All proceedings in this matter are continued and will be rescheduled by the Commission to the earliest possible date. The parties will discuss potential dates to reschedule the hearing at a status conference to be conducted **September 8, 2025, at 10:00 a.m.**, to be held via Microsoft Teams.

A revised notice of hearing and scheduling order will be issued later.

Dated the 3rd day of September, 2025

FOR THE CITY OF SEATTLE PUBLIC SAFETY CIVIL SERVICE COMMISSION

Andrea Scheele

Andrea Scheele, Executive Director

1 CERTIFICATE OF SERVICE

2 I, Teresa R. Jacobs, declare under penalty of perjury under the laws of the State of Washington,
3 that on the date below, I caused to be served upon the below-listed parties, via the method of
4 service listed below, a true and correct copy of the foregoing document: **Order Granting Joint**
5 **Motion for Continuance and Notice of Status Conference**

| Party | Method of Service |
|---|--|
| Appellant: Burton Hill c/o Mark Davis, Attorney Mark@lawdda.com Bevin Flynn, Legal Assistant Bevin@lawdda.com | <input checked="" type="checkbox"/> E-Mail |
| Respondent: Seattle Police Department c/o Kathryn Childers, Assistant City Attorney Kathryn.Childers@seattle.gov Courtney Garcia, Assistant City Attorney Courtney.Garcia@seattle.gov Kim Fabel, Legal Assistant, LAW Kim.Fabel@seattle.gov Brian Strobel, Paralegal, LAW Brian.Strobel@seattle.gov | <input checked="" type="checkbox"/> E-Mail |

19
20 DATED: Dated this 3rd day of September 2025, in Seattle, Washington.

21
22 *Teresa R. Jacobs*

23 _____
24 Teresa R. Jacobs, Executive Assistant
25 Civil Service Department

**PSCSC #24-01-006A
ENGLUND V. SPD**

DISMISSAL ORDER

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

3 In the matter of the appeal of

4 **STEPHEN ENGLUND**
5 Appellant

6 V.

7 **SEATTLE POLICE DEPARTMENT**
8 Respondent

DISMISSAL ORDER

PSCSC no. 24-01-006A

9 On September 23, 2024, the Appellant filed a timely appeal with the Public Safety Civil
10 Service Commission (PSCSC) of a 15-day disciplinary suspension issued to him by Seattle Police
11 Department (SPD), OPA 24-0012. A prehearing conference was held on March 7, 2025 and a 2-
12 day hearing was tentatively scheduled to begin on November 3rd.

13 On July 31, 2025, SPD notified the PSCSC that the parties had mutually agreed to resolve
14 the matter and entered into a Settlement Agreement. On August 26, 2025, the PSCSC received
15 a Voluntary Request to Withdraw Appeal from the parties and a copy of the amended Disciplinary
16 Action Report reducing the discipline to a 90-hour suspension. PSCSC Rule 6.07 b. states, "Upon
17 resolution of a matter prior to hearing any party may request the dismissal of the matter. A
18 stipulation signed by both parties should be submitted to the Commission prior to such dismissal."

19 **ORDER**

20 Upon reviewing the terms of the settlement agreement and having considered the parties'
21 stipulated request to dismiss, I hereby order that the Appellant's appeal is **dismissed**.

22 Dated this 26th day of August 2025

23 FOR THE CITY OF SEATTLE PUBLIC SAFETY CIVIL SERVICE COMMISSION

Andrea Scheele
Andrea Scheele, Executive Director

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23

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

In the matter of the appeal of

STEPHEN ENGLUND
Appellant


V.

SEATTLE POLICE DEPARTMENT
Respondent

DECLARATION OF SERVICE

PSCSC no. 24-01-006A

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

| Party | Method of Service |
|---|--|
| Appellant: Stephen Englund  Mark Conrad, Attorney mconrad@freybuck.com | <input checked="" type="checkbox"/> E-Mail |
| Respondent: on behalf of the Seattle Police Department, Kathryn Childers, Assistant City Attorney Kathryn.childers@seattle.gov Bibi Shairulla, Legal Assistant, Law Bibi.Shairulla@seattle.gov Brian Strobel, Paralegal, Law Brian.strobel@seattle.gov | <input checked="" type="checkbox"/> E-Mail |

Dated this 26th day of August 2025, in Seattle, Washington.

Teresa R. Jacobs
Teresa R. Jacobs, Executive Assistant
Civil Service Department

**City of Seattle
Civil Service Department**

VOLUNTARY REQUEST TO WITHDRAW APPEAL

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

| | |
|--|---|
| ¹ Appellant Name: Officer Stephen Englund | ¹ Case No: PSCSC #24-01-006A |
| ¹ Respondent: Seattle Police Department | |

Please select the appropriate action below:

- 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.*

Reason for Withdrawal: _____

Appellant: _____ Date: _____

- 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 **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: PSCSC Rule 6.07b-CSC Rule 5.22). *The settlement agreement is attached for the record.*

Authorized Representative: _____

Title: _____ Date: _____


- The **Appellant and Respondent** have entered into a settlement agreement which resolves the appeal and is stipulated by the parties. (See: PSCSC Rule 6.07b-CSC Rule 5.22).

Appellant: Stephen Englund _____ Date: 08/26/2025
Stephen Englund (08/26/2025 15:16:03 PDT)

or

Authorized Representative: _____

Title: _____ Date: _____

Respondent or Representative thereof:  _____
Kathryn Childers (08/26/2025 15:36:37 PDT)

Title: Assistant City Attorney _____ Date: 08/26/2025

Please submit this completed form via email to andrea.scheele@seattle.gov and Teresa.jacobs@seattle.gov or mail to the commission office: 700 Fifth Avenue, Suite 1670, PO Box 94729, Seattle, WA 98124-4729

PSCSC Rule 6.07 b. Upon resolution of a matter prior to hearing any party may request the dismissal of the matter. A stipulation signed by both parties should be submitted to the Commission prior to such dismissal.

AGREEMENT BETWEEN THE CITY OF SEATTLE AND STEPHEN ENGLUND

Whereas, Officer Stephen Englund #8689, filed an appeal from his discipline, PSCSC Case No. 24-1-006A. Englund is a current employee within the Seattle Police Department, SPD.

A. AGREEMENT

1. The Parties agree that the City shall reduce Mr. Englund's fifteen (15) day suspension to a ten (10) day suspension. Mr. Englund's personnel file shall be updated accordingly.
2. The Parties agree that Mr. Englund has served his entire suspension and no further dates are to be suspended due to this violation.
3. This Agreement is specific and limited to this appeal and sets no precedence, practice or evidence of a precedent or practice by the City or SPD, or between the City, SPD and its employees, and the Agreement cannot be used or introduced in any forum or proceeding as evidence of a precedent or practice.
4. The underlying discipline shall be available for use as a comparable discipline (with the amended suspension of ten days) for future disciplinary actions against Mr. Englund or other SPD officers.
5. This Agreement is not to be considered as an admission of liability or guilt by either Party.
6. Mr. Englund has legal representation and has had the ability to discuss this agreement fully with his representation.
7. This Agreement is the full and entire agreement of the Parties. There are no written or oral representations, understandings, promises or agreements directly or indirectly related to this Agreement that are not incorporated.


STEPHEN ENGLUND

CITY OF SEATTLE

By:


Stephen Englund

By:


MichaelR Fields (Jul 31, 2025 10:52:31 PDT)
Mike Fields, Executive Director,
Human Resources
Seattle Police Department

Date signed: 07/21/2025

Date signed: 07/31/2025

**Seattle Police Department
DISCIPLINARY ACTION REPORT**

FILE NUMBER
OPA 24-0012

RANK/TITLE
Officer

NAME
Stephen Englund

SERIAL NUMBER
8689

UNIT
B132R

SUSTAINED ALLEGATIONS:

Violation of Seattle Police Department Policy & Procedure Manual Sections:

- **5.001 - Standards and Duties; 15. Employees Obey any Lawful Order Issued by a Superior Officer**
- **13.031-POL-2 When Sworn Employees May Pursue and Supervisor Responsibilities 5. Sworn Employees Must Notify Communications of Pursuits**
- **13.031-POL-2 When Sworn Employees May Pursue and Supervisor Responsibilities 1. Sworn Employees May Not Pursue Unless the Following Requirements Have Been Met**
- **13.030 - Emergency Vehicle Operations, 13.030-POL 5. Officers Are Responsible for the Safe Operation of Their Police Vehicle**
- **6.290 - Juvenile Investigations and Arrests 3. Sworn Employees Will Use the Juvenile Miranda Language**

Specification:

On December 29, 2023, you were given a direct order not to pursue a stolen vehicle. You pursued it anyway, outside of City limits, through a park, and onto a pedestrian bridge. Unable to control your patrol cruiser on the wet grass at speed, you smashed into a park bench then came to rest in contact with the suspect vehicle, pushing it off the bridge. You and other officers arrested the driver and his juvenile passenger; however, you jeopardized the prosecution of the latter by interrogating her without providing her the proper warnings, and without an attorney present, despite knowing that she was only 16 years old because you checked her ID and asked her. Fortunately, no one was seriously injured in this incident. Unfortunately, this is not the first time in your relatively short career that you have displayed an inability or an unwillingness to abide by Department policy, and an alarming lack of restraint.

The incident began with you and your partner responding to a report of an armed carjacking. You contacted the victim, who told you the stolen vehicle was equipped with OnStar technology, which had tracked it to a location in Des Moines, WA. You then contacted OnStar and confirmed that the vehicle could be disabled remotely once law enforcement had established visual contact. You called your Sergeant and sought permission to leave City limits to locate the vehicle. Permission to travel to Des Moines was granted on the condition that you confined your role to "information liaison" and let Des Moines Police take the lead. You were specifically instructed not to engage in a pursuit.

You violated your Sergeant's orders before you even located the stolen car by leading and coordinating the search. When you located the car it reversed, then sped off in the opposite direction. Instead of telling the OnStar technician that you had a visual so they could remotely disable the vehicle, you engaged your emergency lights and siren and gave chase, without advising anyone over the radio of what you were doing. As mentioned above, the suspects fled through a grassy public park and you continued to pursue them, despite the obvious risk to innocent civilians.

In your incident report, you wrote, among other things, that pedestrians in the park fled as you approached. You also admitted that you questioned the juvenile suspect knowing she was a minor until it “dawned on” you that you were not permitted to do so.

Body worn camera footage captured you telling a Des Moines officer prior to the pursuit that your “supervisor just doesn’t want us getting in a pursuit” and telling another Des Moines officer after the pursuit was over “in retrospect, we probably should have pulled over once I saw [the stolen car] and let you guys pass me”. When a fellow SPD officer told you that your Sergeant was en route and would “chew your ass for this one” you responded “Yeah, probably... what I probably should have done was pull over and let the guy behind me go.”

When the Sergeant arrived, he told you that you “were ordered not to pursue or use any force. [You were] there to be eyes on. To have OneStar shut it down... Clearly, that is not what happened.” You acknowledged your culpability, said that you would “own it”, and further said that although you try to hold yourself to a high standard of good police work, you “failed” that day. You made similar admissions in your interview with the Office of Police Accountability (OPA).

The unauthorized vehicle pursuit, the unsafe operation of your patrol vehicle, and the disregard of the juvenile suspect’s rights were bad; the blatant insubordination was unacceptable. OPA recommended that the five alleged policy violations listed above should be sustained. Your chain of command agreed.

SPD Interim Policy 13.031-POL-2(1) prohibits vehicle pursuits unless several conditions are met, including that the pursuing sworn employee has received authorization to continue the pursuit from a supervisor. You violated this policy by pursuing despite your supervisor’s express order not to do so. The policy further provides that a pursuing officer will terminate a pursuit when the risk to any person outweighs the need to stop the eluding vehicle. Here, given that OnStar was tracking the vehicle, which was driving recklessly through a public park, and given that, according to you, pedestrians were fleeing ahead of your oncoming cruiser, the risk inarguably outweighed the benefit, and you should have terminated of your own volition.

SPD Interim Policy 13.031-POL-2(5) requires sworn employees to immediately notify communications when initiating a pursuit and update relevant details. By giving chase when the suspects sped off and not telling anybody that was what you were doing, you clearly violated this policy as well.

Per SPD Policy 13.030(5), officers are responsible for the safe operation of their police vehicles and are obligated to drive with due regard for the safety of all persons. You charged your vehicle through the wet grassy park in wanton disregard for the safety of many community members, including the suspects.

SPD Policy 6.290(3) (referencing SPD Policy 6.150) mandates the use of specific juvenile *Miranda* language prior to questioning any juvenile. You did not use the juvenile *Miranda* language required by SPD policy, or any *Miranda* language at all for that matter; instead, you relied on the juvenile’s statement that a Des Moines Police Officer had given her *Miranda* warnings and commenced questioning her about her role in criminal activity. SPD Policy 6.150-POL-1(11) prohibits sworn employees from questioning any juvenile, even after issuing *Miranda* warnings, without legal counsel present, except in extremely limited circumstances - which were not present here. You looked at the girl’s ID and said “You’re sixteen? You don’t look sixteen” then proceeded to interrogate her. As you acknowledged that it eventually “dawned on” you, you violated this policy as well.

SPD Policy 5.001(15) requires employees to obey any lawful order issued by a superior officer. Following orders is every SPD employee's fundamental responsibility. You disobeyed a direct order not to engage in a pursuit, and you did so recklessly, in flagrant violation of the policy upon which everything we do depends. The Seattle Police Department is a paramilitary organization. Insubordination undermines our mission, the effective functioning of the Department, and public safety.

At the time of this incident, you had been with the Department for less than five years. You had just met with the Chief of Police regarding your actions in OPA 23-0256. The Chief had just expressed his concern that your aggressive tactics in that case put you at risk. Your behavior in this case, just eleven days later, was even riskier. Your actions needlessly put you, the suspects, and any unsuspecting park-goers who might have been unlucky enough to find themselves in your path, in danger. Upon locating the suspects, you should have contacted OnStar and stood down. You should have let Des Moines PD handle this police action in their jurisdiction. You should not have interrogated the juvenile without an attorney present. But above all, you should have followed your Sergeant's orders. Complying with lawful orders is not optional. If you cannot or will not follow orders, this is not the job for you.

In addition to OPA 23-0256, mentioned above, you have three prior sustained misconduct allegations, and several PAS entries. A common theme seems to be your tendency to lock on your target and to ignore your training as you overzealously pursue your objective.

Employee Response:

At your *Loudermill* meeting, you told the Chief your intent was to get eyes on the vehicle and back off but that did not happen, and that you were not trying to be insubordinate. You said you have learned from this incident and have been working closely with your Sergeant and chain of command to gain a clearer perspective and improve your skillset. You provided the Chief with some data indicating that you are a proactive and hard-working officer, and that calls resulting in sustained complaints against you represent only a tiny fraction of your body of work. You highlighted some notable arrests and critical incidents in which you have been involved since the incident described above and listed your numerous awards and commendations. You expressed your strong affinity for the job and acknowledged that you "really hit [your] head against the wall on this one" but stated you have learned a lot of lessons from it. You assured the Chief that in the future you will slow down, figure out what you really have, how exigent the circumstances are, and when you are the primary officer, you will endeavor to coordinate a response like a quarterback rather than charge in headlong.

Your Sergeant (whose direct order you disobeyed in this case) also attended the *Loudermill* meeting and spoke well of you. He described you as an outstanding investigator, and said he has a "ton of confidence" in you. He said you are not ego-driven, not a cowboy, you just "care that much". He said you do not let go of an investigation until you have done everything possible. He acknowledged that you did "step out of the box" on this one and said that he and others in your chain of command have given you clear parameters, especially after this incident. He said that not only do you respond well to feedback, you also seek it out. He said that following this incident you have called him multiple times, telling him what you have, and suggesting an approach, and that when he has told you "No, we're not going to do that" you have responded "that's all I needed to hear". He described you as very receptive to guidance and said you have been demonstrating self-awareness and recognition of when you are close to the line by engaging your chain of command and asking what is expected of you. He said you have not stepped over the line since this incident.

Determination of The Chief:

The previous Chief exceeded the discipline committee's recommendation and imposed a substantial suspension in an effort to get your attention, and to cause you to curb your behavior. You appealed. A non-precedent-setting settlement agreement was reached. Per that agreement, your suspension was reduced to 10 days.

I share my predecessor's concern regarding your behavior in this and other incidents. If you engage in future insubordination, or if you recklessly place yourself or anyone else in danger again, the Department may have no choice but to terminate your employment.

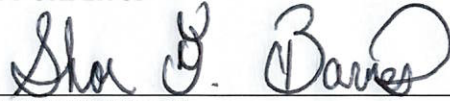
FINAL DISPOSITION

Per Settlement Agreement in PSCSC Case No. 24-1-006A, 90 hours suspension

DATE

August 18, 2025

BY ORDER OF



CHIEF OF POLICE

PSCSC #25-01-024A
APPEAL IN THE MATTER OF: ENGLUND V. SPD



CITY OF SEATTLE CIVIL SERVICE COMMISSIONS

APPEAL NO. 25-01-024A

FILED: August 28, 2025 ^{TRJ}

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 or Teresa.Jacobs@seattle.gov

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

I. Stephen Brad Englund 3001 S Myrtle St, Seattle, WA (206) 484-5310

| | | |
|------------------------|---|-------------------------|
| Appellant's Full Name | Work Address | Work Telephone |
| <u>[REDACTED]</u> | <u>[REDACTED]</u> | <u>[REDACTED]</u> |
| Residence Address | City /State/Zip | Home Telephone/Email |
| <u>Police Officer</u> | <u>Seattle Police Department/ B132R</u> | <u>Sgt. John Marion</u> |
| Job Title/Position | Department/Unit | Immediate Supervisor |
| <u>June 2023</u> | <u>April 19, 2019</u> | <u>[REDACTED]</u> |
| 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): Discipline grievance in regards to 2024OPA-0440.

If needed, you may provide the following information on an additional sheet of paper and attach any documents or correspondence that you have received from the Department related to your appeal.

Reason for this appeal (Please include dates, location and action): On August 25, 2025, I received

an 18-hour suspension without pay pursuant to discipline imposed from sustained complaints in 2024OPA-0440.

These complaints were sustained without just cause in violation of the CBA. Language used in the Final DAR is not supported by the investigation. There are multiple violations of the CBA regarding the administrative process by OPA, the department and my Chain of Command. The discipline was handed to me at the South Precinct in Cpt. T. Nguyen's office.

Remedy Sought (What do you want?): I want the suspension dismissed and I be made whole.

I want the sustained complaints changed to "not sustained" and the entire investigation removed from my record.

III. **UNION:**

WHAT IS THE NAME OF YOUR UNION ASSOCIATION OR GUILD?

Seattle Police Officer's Guild Local Number: _____

I HAVE / I HAVE NOT **filed a grievance on the same issues that I identified in this appeal, with my union or bargaining unit.**

- **This matter** IS / IS NOT **the subject of arbitration pursuant to a collective bargaining agreement.**

IV. **ATTORNEY/AUTHORIZED REPRESENTATIVE:**

An Attorney or a representative is **NOT** required for the appeal process.

- **Do you have an attorney or another person representing you for this appeal?** YES NO
If yes, please have your **attorney** submit a **NOTICE OF APPEARANCE** to the Commission Office and Department. **All documents and information related to the appeal will go to the attorney or representative.**

Name: _____

Firm: _____

Address: _____

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/>

An equal employment opportunity employer. Accommodations for people with disabilities provided upon request

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): _____

Stephen Englund
APPELLANT'S NAME (PLEASE PRINT)

Stephen Englund
SIGNATURE OF APPELLANT

08/28/2025
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/>

An equal employment opportunity employer. Accommodations for people with disabilities provided upon request



Save the Date

October 21 and 22, 2025
9:00 AM - 4:00 PM (PDT)

Foster Garvey is pleased to announce that the **44th Annual Civil Service Conference**, hosted in partnership with **Public Safety Testing**, will take place October 21 and 22, 2025, from 9:00 a.m. to 4:00 p.m. each day.

Please mark your calendars! An invitation with a formal agenda, admission prices and details on how to RSVP will be distributed in the coming months. Planned topics include:

- Public Safety Testing's All-Agency Business Meeting
- Basic Training for New Commissioners & Staff
- DEI in Employment: What Has Changed and What Has Not
- Fourth Edition of Model Rules Update
- Foster Garvey's Annual Legal Update

The conference will be hosted virtually via Zoom.

About the Conference. For more than four decades, the Civil Service Conference has provided civil service commissioners, secretaries and examiners, other local

Submit your ideas for our discussion!

Is there an issue or topic that you would like to see covered at this year's conference?

Please send your suggestions to events@foster.com and we will do our best to weave it into the conversation.