



**CITY OF SEATTLE**  
**CIVIL SERVICE COMMISSION**  
**Meeting Minutes**  
**September 16, 2024 @ 2:00 PM**  
Location Webex and at SMT 1679

*Notes*

**1. CALL TO ORDER  
LAND ACKNOWLEDGEMENT**

Commission Chair (CSC Rule 2.05)

Commission Chair Ray Ceaser called the meeting to order at 2:00 p.m.

**2. ATTENDEE INTRODUCTIONS**

Chair Ceaser gave attendees an opportunity to introduce themselves. The following people were present: CSC Commissioners: Ray Ceaser, Mary Wideman-Williams, and Denise Wells. Commission Staff: Andrea Scheele, Executive Director, Sarah Butler, Operations & Policy Advisor, and Teresa Jacobs, Executive Assistant. Commission Counsel/ Assistant City Attorney: Joe Levan  
Not present: Commission Counsel/ Assistant City Attorney: Anne Vold.

**3. PUBLIC COMMENT**

There was no written comment, and no members of the public requested to give public comment.

**4. APPROVAL OF MINUTES  
August 19, 2024, Monthly Meeting**

Commissioners reviewed the minutes from the August 19, 2024, meeting. Commissioner Wideman-Williams moved to accept the minutes as written. Commissioner Ceaser seconded the motion. The minutes were approved by acclamation.

**5. ACTION ITEMS**

There were no action items.

**EXECUTIVE SESSION**

The commission did not go into Executive Session.

**6. UPDATES/DISCUSSION**

**1. NEW MEETING FORMAT "TOWN HALL" INTRO-**

Andrea Scheele, Robby Pennington (SIT)

a. Webinar/Teams Town Hall Basics

b. Public Comment – Email and in-person

**2. RETREAT TOPIC:** The commission agreed to cancel the regular CSC meeting in October and hold a special meeting (retreat) on October 21 at 12:30 pm until 3:30 pm.

Commissioner Wideman-Williams moved to cancel the meeting and schedule a special meeting on October 21. Commissioner Ceaser seconded the motion. The motion was approved.

**3. EXECUTIVE DIRECTOR BUDGET & DEPARTMENTAL UPDATES**

b. Commissioner Appointment Update

c. Budget Report

d. Department Update

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**4. CASE STATUS REPORT/APPEAL UPDATES**

d. Reichenbach v. SPU-CSC No. 23-03-002, Delegated  
to the Office of the Hearing Examiner (CSC 5.08)

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**7. OLD/NEW BUSINESS**

There was no old/new business.

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**8. ADJOURNMENT**

The meeting ended at 2:52 p.m.

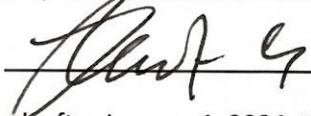
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Minutes submitted December 16, 2024, by: Teresa Jacobs

Minutes ☒ Approved ☐ Amended

December 16, 2024, by: CSC

Signed by CSC Commission Chair, Ray Ceaser



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Monthly meetings are recorded; after January 1, 2024, they may be found at:

<https://www.youtube.com/channel/UCLjvUwCTxoAH-cC4Vt1fMTA>

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