



City of Seattle

CIVIL SERVICE COMMISSIONS

Civil Service Commission

Commission Chair Amy S. Bonfrisco
Commissioner Angelique M. Davis
Commissioner Eric de los Santos

May 15, 2019

Civil Service Commission Monthly Meeting

Approved, July 3, 2019

Call to Order: Commission Chair Amy Bonfrisco called the meeting to order at 9:35 am. The meeting was in Suite 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98104.

In Attendance:

Commission Chair Amy S. Bonfrisco
Commissioner Eric de los Santos
Jeff Slayton, Assistant City Attorney
Jennifer A. Greenlee, Executive Director
Teresa R. Jacobs, Administrative Staff Assistant

In Attendance by Phone:

Commissioner Angelique M. Davis

PUBLIC COMMENT: No one signed up to speak

1. Approval of Minutes:

March 20, 2019-CSC Monthly Meeting: The Commission reviewed the minutes of the March 20, 2019 monthly meeting. Commissioner de los Santos moved to accept the minutes as written. Commissioner Davis seconded the motion. The minutes were approved by acclamation and signed by the chair.

- 2. Classification/Compensation Unit Presentation:** Bailey Spingola, SDHR, Business Partner and Lisa Gardner, SDHR Compensation Program Manager were present to provide information to the Commission regarding classification and compensation. Ms. Gardner provided an overview of the functions and provided the commission the criteria for a position or classification that designates it as Civil Service exempt.

City of Seattle Civil Service Commissions

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3. **CSC Employee Survey:** The Commission reviewed and finalized the latest updates to the draft of the CSC employee survey. The Executive Director will contact Seattle IT to develop the survey online and the Mayor's Office for authorization to send citywide. Commissioner de los Santos moved to make changes that address grammar and uniformity. Commissioner Bonfrisco seconded the motion. The motion passed.

4. **Case Status Report/Appeals Update:**

- **Case Status Report:** The Commission reviewed the monthly Case Status Report.

Current Appeals:

- **Maggio v. SDOT-CSC No. 17-03-006:** Ms. Greenlee notified the Commission that Ms. Maggio has until June 1 to decide whether to move forward with her appeal or the Commission will dismiss. Commissioner Bonfrisco moved to have Ms. Maggio reminded of the approaching deadline. The Commission approved the motion by acclamation.

5. **Executive Director's Report:**

- **Budget:** The budget is on track for the month of May.
- **Financial Interest Statements:** Ms. Greenlee reported to the Commission that the CSC's was 100% compliant in return of the Financial Interest Statements.

6. **Old/New Business:**

- **June Meeting:** The Commission agreed to cancel the June 19 and July 17th meetings and will hold a special meeting on July 3rd.

Adjourn: All other business before the Commission having been considered, Commission Chair Bonfrisco adjourned the meeting at approximately 10:30 am.

Respectfully Submitted By:

/s/ Teresa R. Jacobs 7/3/2019

 Date: 7-3-19

Teresa R. Jacobs
Administrative Staff Assistant

/s/ Amy S. Bonfrisco 7/3/2019

 Date: 7-3-2019

Amy S. Bonfrisco
Commission Chair