



**CITY OF SEATTLE  
CIVIL SERVICE COMMISSION**

**Minutes**

**January 13, 2025 @ 2:00 PM (Monthly Meeting)**  
Location Teams and at SMT 1679

**1. CALL TO ORDER  
LAND ACKNOWLEDGEMENT**

Commission Chair (CSC Rule 2.05)

Commission Chair Ray Ceaser called the meeting to order at 2:02 p.m.

**2. ATTENDEE INTRODUCTIONS**

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

**3. PUBLIC COMMENT**

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

**4. APPROVAL OF MINUTES**

**December 16, 2024-CSC Monthly Meeting**  
Commissioners reviewed the minutes from the December 16, 2024, meeting. Commissioner Ceaser moved to accept the minutes as written. Commissioner Wells seconded the motion. The minutes were approved by acclamation.

**5. ACTION ITEMS**

**CSC 2025 Proposed Meeting Dates:** The commission reviewed and agreed on the proposed dates for 2025. Commissioner Ceaser moved to accept the dates for 2025. Commissioner Wells seconded the motion. The motion passed.

The commission did not go into Executive Session.

**EXECUTIVE SESSION**

**6. UPDATES/DISCUSSION**

**EXECUTIVE DIRECTOR BUDGET & DEPARTMENTAL UPDATES**  
a. 2025 Outreach, Sarah Butler, Operations and Policy Advisor  
b. Budget Report  
c. Department Update

**CASE STATUS REPORT/APPEAL UPDATES**

d. Reichenbach v. SPU-CSC No. 23-03-002  
*Delegated 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 3:04 p.m.

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Minutes submitted **March 10, 2025**, by: Teresa Jacobs

Minutes ☐ Approved ☐ Amended

**March 10, 2025**, by: CSC

Signed by CSC Commission Chair, Ray Ceaser

A handwritten signature in blue ink, appearing to read "Ray Ceaser", is written over a horizontal line.

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>