



# City of Seattle

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## CIVIL SERVICE COMMISSIONS

### Public Safety Civil Service Commission

Commission Chair Stacy Connole

Commissioner Dorothy Y. Leggett

Commissioner Joel A. Nark

### Staff

Andrea Scheele, Executive Director

Teresa Jacobs, Executive Assistant

## PUBLIC SAFETY CIVIL SERVICE COMMISSION SPECIAL MEETING AGENDA

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

**DATE:** Monday, September 19, 2022

**TIME:** 11:00 a.m.

**LOCATION:** Hybrid meeting- Attendance via WebEx or in person at Commission offices, Seattle Municipal Tower, 700 5th Ave #1670, Seattle, WA 98104. To attend in person, request **access to the 16th floor from SMT security at building entry and follow the signs on 16.**

### Join from the meeting link

<https://seattle.webex.com/seattle/j.php?MTID=mf6340241630475c8cd4992bb7dc97aaa>

### Join by meeting number

Meeting number (access code): **2492 366 5842** Meeting password: **SWmaWHBc334**

### Tap to join from a mobile device (attendees only)

+1-206-207-1700,,24923665842## United States Toll (Seattle)

+1-408-418-9388,,24923665842## United States Toll

### Join by phone

+1-206-207-1700 United States Toll (Seattle)

+1-408-418-9388 United States Toll

Global call-in numbers

### Join from a video system or application

Dial [24923665842@seattle.webex.com](mailto:24923665842@seattle.webex.com)

You can also dial **173.243.2.68** and enter your meeting number. Join using Microsoft Lync or Microsoft Skype for Business

Dial [24923665842.seattle@lync.webex.com](mailto:24923665842.seattle@lync.webex.com)

Need help? Go to <https://help.webex.com>

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### City of Seattle Civil Service Commissions

Seattle Municipal Tower, 700 Fifth Avenue, Suite 1670 PO Box 94729 Seattle, W98124-4729

Tel (206) 233-7118, Fax: (206) 684-0755 <http://www.seattle.gov/CivilServiceCommissions/>

*The City of Seattle encourages everyone to participate. For disability accommodations or accessibility information, contact [Teresa.jacobs@seattle.com](mailto:Teresa.jacobs@seattle.com)*

**PUBLIC SAFETY CIVIL SERVICE COMMISSION**  
**Special MEETING AGENDA**  
**September 19, 2022 @ 11:00 a.m.**

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Meeting materials will be posted to the PSCSC website prior to the scheduled meeting time.

**AUDIO/VIDEO TECH CHECK**

**CHAIR (PSCSC 2.04)**

1. CALL TO ORDER
2. LAND ACKNOWLEDGEMENT
3. INTRODUCTIONS
4. PUBLIC COMMENT

**DISCUSSION ITEMS**

5. FIRE AND POLICE EXAM UNIT
  - Fire Update-Yoshiko Grace Matsui, Fire Exams Administrator
  - Police Update-Rachael Schade, Police Exams Administrator
6. EXECUTIVE DIRECTOR REPORT
  - PSCSC Rulemaking update
  - Departmental Work and Budget
  - Remaining 2022 Commission Meetings
    - Tentative Dates for November Joint Meeting with CSC
    - Reschedule December 21 meeting to December 7
7. CASE STATUS REPORT
  - *Allen v. SPD*-PSCSC No. 22-01-002-New Appeal
8. EXECUTIVE SESSION- To discuss Pending, Potential, or Actual Litigation (*May be cancelled if not needed*)
9. ADJOURN

**NEXT PSCSC MEETING**  
**October 19, 2022 @ 10:00 a.m.**  
**END OF AGENDA**

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**CHAIR (PSCSC 2.04)**

1. CALL TO ORDER
2. LAND ACKNOWLEDGEMENT
3. INTRODUCTIONS
4. PUBLIC COMMENT

5. FIRE AND POLICE EXAM UNIT

- FIRE UPDATE-YOSHIKO GRACE MATSUI, FIRE EXAMS ADMINISTRATOR
- POLICE UPDATE-RACHAEL SCHADE, POLICE EXAMS ADMINISTRATOR

6. EXECUTIVE DIRECTOR REPORT

- PSCSC RULEMAKING UPDATE
- DEPARTMENTAL WORK AND BUDGET
- REMAINING 2022 COMMISSION MEETINGS
  - TENTATIVE DATES FOR NOVEMBER JOINT MEETING WITH CSC
  - RESCHEDULE DECEMBER 21 MEETING TO DECEMBER 7

# September 2022

September 2022							October 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 28	29	30	31	Sep 1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	<div style="background-color: #1a3d4d; color: white; padding: 2px;">11:00am PSCSC Special Meeting (SMT/WebEx)</div> <div style="background-color: #e91e63; color: white; padding: 2px;">2:00pm CSC Monthly Meeting</div>	<div style="background-color: #009682; color: white; padding: 2px;">9:00am Civil Service Conference (Zoom)</div>	<div style="background-color: #009682; color: white; padding: 2px;">9:00am Civil Service Conference (Zoom)</div>	<div style="background-color: #009682; color: white; padding: 2px;">9:00am Civil Service Conference (Zoom)</div>	23	24
25	26	27	28	29	30	Oct 1

# October 2022

October 2022							November 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 25	26	27	28	29	30	Oct 1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17 2:00pm CSC Monthly Meeting (SMT/WebEx)	18	19 10:00am PSCSC Monthly Meeting (SMT-WebEx)	20	21	22
23	24	25	26	27	28	29
30	31	Nov 1	2	3	4	5

# November 2022

November 2022							December 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27	28	29	30	31

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 30	31	Nov 1	2	3	4	5
6	7	8	9	10	11 Veteran's Day	12
13	14	15	16 10:00am PSCSC Monthly Meeting (WebEx/SMT)	17	18	19
20	21 2:00pm CSC Monthly Meeting (SMT-Webex)	22	23	24 Thanksgiving	25 Native American Heritage Day	26
27	28	29	30	Dec 1	2	3

# December 2022

December 2022							January 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Nov 27	28	29	30	Dec 1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19 2:00pm CSC Monthly Meeting (SMT-Webex)	20	21 10:00am PSCSC Monthly Meeting (WebEx/SMT)	22	23	24
25	26 HOLIDAY	27	28	29	30	31

## 7. CASE STATUS REPORT

- *ALLEN V. SPD-PSCSC NO. 22-01-002-NEW APPEAL*



CITY OF SEATTLE CIVIL SERVICE COMMISSIONS

APPEAL NO. PSCSC no. 22-01-002

FILED: July 21, 2022

### 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>Seattle, WA 98106</u> <u>206-775-8196</u>		
Appellant's Full Name	Work Address	Work Telephone
[Redacted]	[Redacted]	[Redacted]
Residence Address	City/State/Zip	Home Telephone/Email
<u>Police officer / Patrol</u>	<u>15253T</u>	<u>Sgt Ron Hyllton</u>
Job Title/Position	Department/Unit	Immediate Supervisor
<u>10/17/2017</u>	<u>10/17/2017</u>	[Redacted]
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): 9 day Suspension

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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): Please see  
attached.

Remedy Sought (What do you want?): Lessing and or removal of  
my suspension days.

III. UNION:

WHAT IS THE NAME OF YOUR UNION ASSOCIATION OR GUILD?

SPOG Local Number: 206-767-1150

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): \_\_\_\_\_

Jeffrey D Allen  
APPELLANT'S NAME (PLEASE PRINT)

[Signature]  
SIGNATURE OF APPELLANT

7/24/22  
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*

**PUBLIC SAFETY CIVIL SERVICE COMMISSION  
CASE STATUS REPORT  
SEPTEMBER 2022**

OPEN APPEAL/EXAM PROTEST/REQUEST FOR DECISION								
Type	CASE NUMBER	APPELLANT	RESPONDENT DEPARTMENT	DATE FILED	ISSUE	Register/Exam/ Position	Issue/Requested Outcome/Status	PRESIDING
A	22-01-002	Allen	Police	7-21-2022	Discipline	Reversal/removal of discipline	SPOG not pursuing grievance under CBA. Appellant will pursue through the PSCSC appeal process	PSCSC

CLOSED APPEAL/EXAM PROTEST/REQUEST FOR DECISION							
Type	CASE NUMBER	APPELLANT	RESPONDENT DEPARTMENT	DATE FILED	APPEAL	ISSUE/REQUESTED OUTCOME	DECISION/DATE DISMISSED
A	22-01-001	Young	Fire	9-4-2022	Separation	Reinstatement	Dismissed 3/3/22 for lack of jurisdiction
A	21-01-043	Walter	Police	12-22-2021	Discipline	Reversal of decision, removal of discipline	Appellant withdrew his appeal to pursue through his union under the rights of the collective bargaining agreement. ED dismissed appeal 1-31-22

A=Appeal (PSCSC 6)  
E=Exam Protest (PSCSC 9.22)  
RRM=Request to Review or Modify (PSCSC 2.13.b)  
RFR=Request for Reinstatement (PSCSC 10.03)  
RPE= Request for Probationary Extension (PSCSC 12.02)

**PUBLIC SAFETY CIVIL SERVICE COMMISSION  
CASE STATUS REPORT  
SEPTEMBER 2022**

REQUESTS FOR REINSTATEMENT					
CASE NUMBER	DEPT	DATE REQUESTED	POSITION	ED APPROVED	CHIEF APPROVED/DENIED
22-05-007RFR	SPD	2-7-2022	Lieutenant	Approved	Denied
22-05-008RFR	SPD	2-7-2022	Officer	Approved	Approved
22-05-009RFR	SPD	1-12-2022	Officer	Approved	Approved
22-05-010RFR	SPD	3-1-2022	Officer	Approved	Approved
22-05-012RFR	SFD	3-17-2022	Firefighter	Approved	Denied
22-05-014RFR	SFD	4-1-2022	Firefighter	Approved	Denied
22-05-016RFR	SFD	4-5-2022	Firefighter	Approved	Denied
22-05-017RFR	SFD	4-12-2022	Firefighter	Approved	Approved
22-05-018RFR	SFD	5-2-2022	Firefighter	Approved	Approved
22-05-019RFR	SFD	3-28-2022	Firefighter	Approved	Approved
22-05-020RFR	SFD	6-13-2022	Firefighter	Approved	Denied
22-05-021RFR	SFD	6-13-2022	Firefighter	Approved	Approved
22-05-022RDR	SPD	7-21-2022	Police Officer	Approved	Approved
22-05-023RFR	SPD	9-1-2022	POLICE OFFICER	APPROVED	APPROVED

A=Appeal (PSCSC 6)  
E=Exam Protest (PSCSC 9.22)  
RRM=Request to Review or Modify (PSCSC 2.13.b)  
RFR=Request for Reinstatement (PSCSC 10.03)  
RPE= Request for Probationary Extension (PSCSC 12.02)

**PUBLIC SAFETY CIVIL SERVICE COMMISSION  
CASE STATUS REPORT  
SEPTEMBER 2022**

<b>REQUESTS FOR PROBATIONARY EXTENSION</b>				
<b>CASE NUMBER</b>	<b>DEPT</b>	<b>DATE REQUESTED</b>	<b>POSITION/RANK</b>	<b>APPROVED/DENIED</b>
22-05-003RPE	SPD	1-19-2022	Officer	Approved
22-05-004RPE	SPD	1-26-2022	Officer	Approved
22-05-005RPE	SPD	1-26-2022	Officer	Approved
22-05-006RPE	SPD	1-27-2022	Officer	Approved
22-05-003-2RPE	SPD	2-8-2022	Officer	Approved
22-05-011RPE	SPD	3-22-2022	Officer	Approved
22-05-012RPE	SPD	8-3-2022	Officer	Approved
22-05-013RPE	SPD	8-3-2022	Officer	Approved

A=Appeal (PSCSC 6)  
 E=Exam Protest (PSCSC 9.22)  
 RRM=Request to Review or Modify (PSCSC 2.13.b)  
 RFR=Request for Reinstatement (PSCSC 10.03)  
 RPE= Request for Probationary Extension (PSCSC 12.02)

8. EXECUTIVE SESSION- TO DISCUSS PENDING, POTENTIAL, OR ACTUAL LITIGATION (*MAY BE CANCELLED IF NOT NEEDED*)
9. ADJOURN

**NEXT PSCSC MEETING  
OCTOBER 19, 2022 @ 10:00 A.M.  
END OF AGENDA**

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