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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  
June 8, 2022-Special Meeting  
Approved: October 19, 2022**

1. **CALL TO ORDER:** Commission Chair Stacy Connole called the June 8, 2022, Public Safety Civil Service Commission Special Meeting to order at 10:03 a.m. The meeting was held via WebEx.
2. **LAND ACKNOWLEDGEMENT:** Chair Connole read the commission's land acknowledgement.

3. **INTRODUCTIONS (In Attendance)**

**Commission:** Commission Chair Stacy Connole; Commissioner Dorothy Leggett, Commissioner Joel Nark

**Staff & Counsel:** Andrea Scheele, Executive Director; Teresa Chen, Assistant City Attorney

**Not in Attendance:** Teresa R. Jacobs, Executive Assistant

**Fire & Police Exams Unit:** Rachael Schade, Police Exams Analyst; Yoshiko Grace Matsui, Fire Exams Analyst Colleen Lafferty, F & P Exams Unit, Adelaide Alderks, F&P Exams Analyst;

**Fire/Police/Guests:** Hannah Kosten, SFD HR, Sarah Lee, SFD HR

4. **PUBLIC COMMENT:** No members of the public requested to give public comment.

**DISCUSSION ITEMS**

5. **FIRE AND POLICE EXAM UNIT TRAINING:** Yoshiko Grace Matsui and Rachael Schade of the Fire and Police Exams Unit provided training to the commission on the many components of the administration of the Police and Fire exams. Ms. Grace Matsui and Ms. Schade covered the development of the exams, with the Development Committee, written and oral board exams, the protest period, and the appeal of exams to the Commissions.
6. **EXECUTIVE SESSION** (May be cancelled if not needed): The commission went into Executive Session to discuss potential litigation. The Executive Session began at 12:07 pm. The Executive Session ended at 12:28 pm.

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**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/>

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7. **OLD/NEW BUSINESS:** There was no old or new business.
8. **ADJOURN:** All other business before the Commission having been considered, Commission Chair Connole adjourned the meeting at 12:30 pm

Respectfully Submitted on October 19, 2022, for the PSCSC

*Teresa R. Jacobs*  
Teresa Jacobs. Executive Assistant

Approved for Publishing: *Stacy Connole*  
[Stacy Connole \(Oct 25, 2022 14:13 PDT\)](#)  
Stacy Connole, Chair

\*Request for public records, including audio recording of meetings can be made through the City Public Records Request Center <http://www.seattle.gov/public-records>.