



# City of Seattle

## CIVIL SERVICE COMMISSIONS

### Public Safety Civil Service Commission

#### Commissioners

Commission Chair Stacy Connole

Commissioner Joel A. Nark

Commissioner Richard Greene

#### Staff

Andrea Scheele, Executive Director

Sarah Butler, Operations & Policy Advisor

Teresa Jacobs, Executive Assistant

## PUBLIC SAFETY CIVIL SERVICE COMMISSION

May 17, 2023, MEETING MINUTES

APPROVED: June 22, 2023

### CHAIR (PSCSC 2.04)

1. CALL TO ORDER: Commission Chair Stacy Connole called the monthly meeting to order at 10:00 a.m.
2. LAND ACKNOWLEDGEMENT: Chair Connole read the land acknowledgement.
3. INTRODUCTIONS: Chair Connole welcomed those in attendance. Director Scheele introduced the staff and guests.

PSCSC: Commission Chair Stacy Connole, Commissioner Joel Nark, Commissioner Richard Greene. Commission Staff and Counsel: Andrea Scheele Executive Director; Sarah Butler, Operations and Policy Analyst, Teresa Jacobs, Executive Assistant. Commission Counsel: Joe Levan, Assistant City Attorney, Anne Vold, Assistant City Attorney.

Exams Unit: Rachael Schade, Police Exams Analyst, Adelaide Alderks and Amy Jo Chamberlain, Public Safety Exams Analysts, Fire: Sarah Lee, HR Director, Dori Towler, HR, Fire, Hannah Kosten, HR, Fire. Fire Union Reps: Jeff Miller, IAFF 27, Kenny Stuart, IAFF 27, Captain Jeff Guenther, Fire. Reinstatement to Fire Register Requesters: Andrew Pittman, Mrs. Pittman, Lance Fisher, Ian Condon, Kevin (inaudible last name) via Webex

4. PUBLIC COMMENT: Captain Jeff Guenther addressed the commission and spoke of the character of the three Firefighters before the commission. Captain Guenther implored the commission to reinstate them.

### DISCUSSION ITEMS

5. REQUESTS FOR REVIEW OR RECONSIDERATION OF DECISIONS OF THE EXECUTIVE DIRECTOR (Pages 1-49)

- Jeffery Vale PSCSC #23-05-002RFR

- Andrew Pittman PSCSC #23-05-006RFR
- Ian Condon, PSCSC #23-05-010RFR:

The parties were present to request reconsideration of the Executive Director's decision to deny their reinstatement request to the fire register after separation from the city for non-compliance with the City's vaccine mandate and the department's inability to find a reasonable accommodation. Each of the requesters was given five (5) minutes to speak. Lance Fisher was present and spoke on behalf of Jeffrey Vale, Andrew Pittman and Ian Condon spoke on their own behalf. Materials submitted by the parties related to this topic were provided in the packet. The Executive Director described the process for reviewing requests under Rule 10.03 of the PSCSC (Public Safety Civil Service Commission) rules. Requests are acknowledged, separation dates and reasons are verified, and then forwarded to the appropriate authority for approval or denial. The commission thanked the parties for attending the meeting to state their cases. The commission notified the parties that they would go into a closed session and issue a written decision in a reasonable period of time.

#### 6. FIRE AND POLICE EXAM UNIT

Police Update- Rachael Schade, Police Exams Administrator, gave an update on the application and current exam cycle. Ms. Schade reported that there were 129 applicants for the current entry level exam cycle. The application process will close next week, and testing will be on the 24th. Lateral entry application closed last Friday, with five applicants. Out of the five applicants, four have completed all elements of the test successfully, while the fifth one has some components remaining. Ms. Schade also reported on the lateral entry oral board session that was conducted on April 22nd, there were seven interviews scheduled. Four candidates were successful, and their names were certified and have been forwarded to the SPD background check. The Captain and Lieutenant exams have been completed, and the registers will be published Friday, June 23 at 5:00 p.m.

SPD Request for Early Publication of Promotional Registers: Police Captain, Police Lieutenant-Director Scheele reported on SPD's request for early publication of the Police Captain and Police Lieutenant promotional registers. Director Scheele approved early publication and thanked SPD for submitting the request early. The register will be published Friday, June 23 at 5:00 p.m.

Fire Update- Yoshiko Grace Matsui, Fire Exams Administrator gave an update on the application and current exam cycle. Ms. Grace Matsui thanked Amy Jo Chamberlain, Public Safety Exams Analyst for presenting the update at April's meeting in her absence. Ms. Grace Matsui reported that the Fire Lieutenant Oral Boards will be held this Saturday, May 20<sup>th</sup> with 53 candidates expected to go through the process. The Fireboat Engineer written exam will be held

on June 20<sup>th</sup>, there are 4 candidates. Development Committees are currently forming for the Battalion Chief, Fire Captain, and Fireboat Pilot in the Fall.

7. EXECUTIVE DIRECTOR REPORT-Executive Director Andrea Scheele gave an update on department work.

- Introduction Sarah Butler Operations and Policy Analyst: Director Scheele introduced Sarah Butler, who has accepted the position of Civil Service Commission's Operations and Policy Analyst. Sarah will provide support in operations, budgeting, contract management, and outreach. She will also work on developing training materials and improving processes. Sarah will also join the public safety exams team to conduct analysis related to the exam processes.

Budget: Director Scheele shared the department budget report which showed monthly expenditures and a comparison to 2022 monthly expenditures. Director Scheele reported that the department is preparing to submit the 2024 budget proposal.

Community Service Preference Points Program: Director Scheele reported that a system for implementation of Community Service Preference Points for entry level Police Officer will take effect for the next Police Officer application cycle on June 1st. Director Scheele stated that Adelaide Alderks, Public Safety Exams Analyst who has taken the lead on this project will be present at the commission meeting in June to give highlights of the program.

8. CASE STATUS REPORT: The commission reviewed the Case Status Report.

- *Constantin v. SPD, PSCSC No. 22-01-003*- Case Update: Director Scheele notified the commission that Commissioner Greene will recuse himself from the hearing and that former commissioner Judge Terry Carroll has accepted to sit on the panel for the January 26-28 hearing.

Motion to Appoint Pro Tem Terry Carroll: Commissioner Nark moved to appoint Terry Carroll as a *pro tem* commissioner for the upcoming hearing. Commission Chair Connole seconded the motion. The motion was approved.

9. OLD/NEW BUSINESS

- Scheduling Commission Meetings to accommodate Exam Protest Appeals (June, July, October 2023)-The commission moved the remaining 2023 meetings to the third Thursday of the month to accommodate review of exam protest appeals. If there is limited or no actionable business on the agendas, or absent of a quorum, the commission has the option to cancel the meeting.

10. EXECUTIVE SESSION- *To discuss pending, potential, or actual litigation* (May be cancelled if not needed): There was no executive session.


11. ADJOURN: All other business before the Commission having been considered, Commission Chair Connole adjourned the meeting at 11:16 am.

Respectfully Submitted on June 22, 2023, for the PSCSC,

*Teresa R. Jacobs*

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Teresa Jacobs, Executive Assistant

Approved for Publishing:

  
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Stacy Connole (Jun 28, 2023 16:18 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>.*

**NEXT PSCSC MEETING: June/TBD  
(Potential Exam Appeals-Fire Lt. Oral Board)**