



City of Seattle

Public Safety Civil Service Commission

Commissioner David C. Bown
Commissioner Joel A. Nark
Commissioner Herbert V. Johnson
Executive Director Mary E. Effertz

Public Safety Civil Service Commission Meeting Minutes

January 22, 2008

1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Tuesday, January 22, 2008 called to order by Commission Chair Joel Nark at 10:31 a.m., in the Seattle Municipal Tower, 700 Fifth Ave., Hearing Room 1679, Seattle, Washington.

In Attendance:

Commission Chair Joel Nark
Commissioner Herb Johnson
Gary Keese, Assistant City Attorney

Commissioner David Bown
Mary E. Effertz, Executive Director

2. Approval of Minutes:

Minutes from the meeting held December 13, 2007 were reviewed. Commissioner Bown moved to approve the minutes as written, seconded by Commissioner Johnson, all in favor and the minutes were approved and signed.

3. Case Status Report:

Director Effertz reported to the Commission on updates concerning Commission appeals.

♦Richard Roberson v. SPD – Deliberations were held and Findings to be issued no later than February 15, 2008.

♦Marcia Kinder v. SFD – Post hearing briefs were received January 7, 2008 and the record is closed. Findings are due no later than April 6, 2008.

♦Felton Miles v. SPD – Notice of Appearance was received for Jennifer K. Schubert, Assistant City Attorney, replacing Katrina Kelly.

♦Heather Roofs v. SPD – New appeal was filed on 12/12/07. The Pre-Hearing Conference will be at the February 21, 2008 meeting.

♦David Marley v. SPD – New appeal was filed on 1/3/08. The Pre-Hearing Conference will be at the February 21, 2008 meeting.

5. Budget:

Director Effertz provided the line items for the 2008 budget that she worked on with the Commission's budget analyst. The total amount adopted for 2008 is \$141,643.

6. Old Business/New Business:

- Commissioner Johnson announced that he would be out of town from February 25 until April 6. He indicated he would be available via teleconference for the March 20, 2008 meeting.
- Discussion of any proposed rule changes was continued until the April 17, 2008 meeting when Commissioner Johnson returns.

7. Adjourn to Closed Session:

Chair Nark announced the Commission would go into closed session to deliberate in a pending appeal.

8. Return to the Record and Adjournment:

All other business before the Commission having been considered, the meeting was adjourned at 11:53 a.m. The next meeting will be Thursday, February 21, 2008.

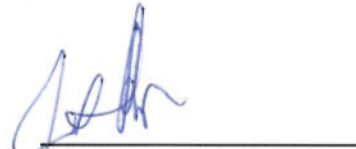
Respectfully Submitted,



Mary E. Effertz
Executive Director

2-21-08

(date signed)



Joel Nark
Chairperson



City of Seattle

Public Safety Civil Service Commission

Commissioner David C. Bown
Commissioner Joel A. Nark
Commissioner Herbert V. Johnson
Executive Director Mary E. Effertz

Public Safety Civil Service Commission Meeting Minutes

February 21, 2008

1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Thursday, February 21, 2008 called to order by Commission Chair Joel Nark at 10:08 a.m., in the Seattle Municipal Tower, 700 Fifth Ave., Hearing Room 1679, Seattle, Washington.

In Attendance:

Commission Chair Joel Nark
Commissioner Herb Johnson
Gary Keese, Assistant City Attorney
Anne Watanabe, Deputy Hearing Examiner
Officer Heather Roufs, SPD
David Marley

Commissioner David Bown
Mary E. Effertz, Executive Director
Sue Tanner, Hearing Examiner
Mark McCarty, HR Director, SPD

2. Approval of Minutes:

Minutes from the meeting held January 22, 2008 were reviewed. Commissioner Bown moved to approve the minutes as written, seconded by Commissioner Johnson, all in favor and the minutes were approved and signed.

3. Pre-Hearing Conferences:

◆Heather Roufs v. SPD: The parties determined the hearing could be held in two days. The deadline for discovery documents and witness lists to be exchanged was set for March 14, 2008. The hearing itself was set for April 14 and 15, 2008 in the Commission hearing room. The Executive Director will follow up with an Order for Schedule.

◆David Marley v. SPD: Mr. Marley asked to have his pre-hearing conference continued, as he believes he may go forth with the Disciplinary Review Board process. If so, he will withdraw his appeal with the Commission.

4. Case Status Report:

Director Effertz reported to the Commission on updates concerning Commission appeals.

- ◆Richard Roberson v. SPD – Findings were issued on February 7, 2008.
- ◆Marcia Kinder v. SFD – Deliberations were held 1/22/08, Findings are due no later than April 6, 2008.
- ◆Felton Miles v. SPD – Notice of Appearance was received for Jennifer K. Schubert, Assistant City Attorney, replacing Katrina Kelly. Pre-Hearing Conference was continued for a second time to March 20, 2008
- ◆Heather Roufs v. SPD – Pre-Hearing Conference was continued to the February 21, 2008 meeting.
- ◆David Marley v. SPD – The Pre-Hearing Conference was continued to the February 21, 2008 meeting.
- ◆Donald W. George v. SPD - New appeal filed on 2/8/08. Notice of Appearance filed by Fritz Wollett by Respondent. Pre-Hearing Conference is schedule for March 20, 2008 meeting.

5. Budget:

Director Effertz provided the monthly summit report as of 2/11/08, showing total expenditures of 7%. The total amount adopted for 2008 is \$141,643.

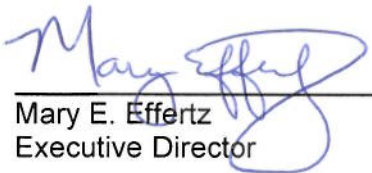
6. Old Business/New Business:

- Commissioner Nark wanted to move the April 17 meeting to April 24. Commissioners Johnson and Bown were in agreement.
- The Commissioners will continue to work on the proposed rules and will be ready for inclusion on the April agenda.
- Director Effertz provided copies of the Annual Report due in the Mayor's Office by February 25, 2008 and requested any comments from the Commission they want added to the report.

7. Adjournment:

All other business before the Commission having been considered, the meeting was adjourned at 10:25 a.m. The next meeting will be Thursday, March 20, 2008.


Respectfully Submitted,



Mary E. Effertz
Executive Director

3-20-08

(date signed)



Joel Nark
Chairperson



City of Seattle

Public Safety Civil Service Commission

Commissioner David C. Bown
Commissioner Joel A. Nark
Commissioner Herbert V. Johnson
Executive Director Mary E. Effertz

Public Safety Civil Service Commission Meeting Minutes

March 20, 2008

1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Thursday, March 20, 2008 called to order by Commission Chair Joel Nark at 10:00 a.m., in the Seattle Municipal Tower, 700 Fifth Ave., Hearing Room 1679, Seattle, Washington.

In Attendance:

Commission Chair Joel Nark
Commissioner Herb Johnson
Gary Keese, Assistant City Attorney
Mark McCarty, HR Director, SPD
Rachael Schade, Exam Analyst
Paul Andrews, SFD
Dale Giese, SPD

Commissioner David Bown
Mary E. Effertz, Executive Director
Sue Tanner, Hearing Examiner
Rennison Bispham, Legal Advisor, SPD
Colleen Lafferty, Exam Analyst
Kevin Grossman, SPD
Joel Williams, SPD

2. Approval of Minutes:

Minutes from the meeting held February 21, 2008 were reviewed. Commissioner Bown moved to approve the minutes as written, seconded by Commissioner Johnson, all in favor and the minutes were approved and signed.

3. Pre-Hearing Conferences:

◆Felton Miles v. SPD: Mark McCarty and Rennison Bispham represented SPD, Appellant appeared *pro se*. The parties determined the hearing could be held in three days. The deadline for discovery documents and witness lists to be exchanged was set for May 1, 2008, with the exception of court transcripts, which are expected sometime in May. The hearing itself was set for June 4-6, 2008 in the Commission hearing room. The Executive Director will follow up with an Order for Schedule.

4. Appeals for Police Sergeant Written Exam:

There were two appeals in the written exam for Police Sergeant, question numbers 146 and 192.

5. Case Status Report:

Director Effertz reported to the Commission on updates concerning Commission appeals.

♦Felton Miles v. SPD – Jennifer Schubert, Assistant City Attorney filed a Withdrawal of Counsel and Substitution of Representative naming Rennison Bispham, Legal Advisor for SPD. .

♦David Marley v. SPD – Appeal was withdrawn and an Order of Dismissal was issued on March 6, 2008

♦Donald W. George v. SPD – The Pre-Hearing conference will be held at the April 24, 2008 meeting.

♦John Powers (closed) appeal: There were two public disclosure requests, one from the Attorney General's office, another from Jennifer McClean.

Mr. Keese reported that the City has appealed the Commission's decision in Roberson v. SPD, and that the Return to Writ is due in Superior Court 30 days after the transcripts are received.

5. Budget:

Director Effertz provided the monthly summit report as of 3/17/08, showing total expenditures of 15%.

6. Old Business/New Business:

Lieutenant Paul Andrews requested that he be allowed to take the Fire Captain's exam scheduled for April 19, 2008. His attempt to apply on-line was not successful, and he was unaware that he would not be able to take the test until recently. Colleen Lafferty, Exams Analyst, Personnel Dept. explained the process involved with the filing period.

7. Adjourn to Closed Session:

Chair Nark announced the Commission would go into closed session for approximately 30 minutes.

8. Return to the Record and Adjournment:

All other business before the Commission having been considered, the meeting was adjourned at 11:32 a.m. The next meeting will be Thursday, April 24, 2008.

Respectfully Submitted,



Mary E. Effertz
Executive Director

4-24-08
(date signed)



Joel Nark
Chairperson



City of Seattle

Public Safety Civil Service Commission

Commissioner David C. Bown
Commissioner Joel A. Nark
Commissioner Herbert V. Johnson
Executive Director Mary E. Effertz

Public Safety Civil Service Commission Meeting Minutes

April 24, 2008

1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Thursday, April 24, 2008 called to order by Commission Chair Joel Nark at 10:00 a.m., in the Seattle Municipal Tower, 700 Fifth Ave., Hearing Room 1679, Seattle, Washington.

In Attendance:

Commission Chair Joel Nark
Commissioner Herb Johnson
Gary Keese, Assistant City Attorney

Commissioner David Bown
Mary E. Effertz, Executive Director

2. Approval of Minutes:

Minutes from the meeting held March 20, 2008 were reviewed. Commissioner Bown moved to approve the minutes as written, seconded by Commissioner Johnson, all in favor and the minutes were approved and signed.

3. Case Status Report:

Director Effertz updated the Commissioners on pending appeals:

- ◆ Felton Miles v. SPD – Hearing scheduled for June 4-6, 2008.
- ◆ Donald W. George v. SPD – Appellant withdrew his appeal and an Order of Dismissal was issued on 4/8/08.
- ◆ Michael Chin v. SPD – New appeal filed on 4/10/08, Pre-Hearing Conference to be held May 15, 2008.
- ◆ Marcia Kinder v. SFD – Findings were issued on 3/21/08 followed by a request for reconsideration from Appellant on 4/5/08.

Paul Andrew's request: Pursuant to Commission direction, Lt. Andrews provided proof that he attempted to apply to take the Captain's test on-line. Proof was provided to Ms. Lafferty directing her to allow him to take the test on 4/19/08.

4. Budget:

Director Effertz provided the monthly summit report as of April 16, 2008, showing total expenditures of 23% for the year.

5. Old Business/New Business:

The Commission decided to table any discussion of rules until the next meeting.

9. Adjournment:

All other business before the Commission having been considered, the meeting was adjourned at 10:13 a.m. The next meeting will be Thursday, May 15, 2008.

Respectfully Submitted,



Mary E. Effertz
Executive Director

5-15-08

(date signed)



Joel A. Nark
Chairperson



City of Seattle

Public Safety Civil Service Commission

Commissioner David C. Bown
Commissioner Joel A. Nark
Commissioner Herbert V. Johnson
Executive Director Mary E. Effertz

Public Safety Civil Service Commission Meeting Minutes

May 15, 2008

1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Thursday, May 15, 2008 called to order by Commission Chair Joel Nark at 10:00 a.m., in the Seattle Municipal Tower, 700 Fifth Ave., Hearing Room 1679, Seattle, Washington.

In Attendance:

Commission Chair Joel Nark
Commissioner Herb Johnson
Gary Keese, Assistant City Attorney
Renni Bispham, SPD
Colleen Lafferty, Exams Analyst
Sue Tanner, Hearing Officer

Commissioner David Bown
Mary E. Effertz, Executive Director
Michael Chin, SPD
Darrel Charles, SPD
Rachael Schade, Exams Analyst

2. Approval of Minutes:

Minutes from the meeting held April 24, 2008 were reviewed. Commissioner Bown moved to approve the minutes as written, seconded by Commissioner Johnson, all in favor and the minutes were approved and signed.

3. Pre-Hearing Conference:

♦ Michael Chin v. SPD: Appellant Michael Chin was accompanied by Darrell Charles, SPD. Respondent was represented by Renni Bispham, SPD Legal Advisor. June 30, 2008 was set as deadline for final witness and exhibit lists due. Hearing was set for July 7 and 9, 2008.

4. Case Status Report:

Director Effertz updated the Commissioners on pending appeals:

♦ Felton Miles v. SPD – Both parties have now retained counsel, Alex J. Higgins for Appellant, Fritz Wollett and Jennifer Schubert for Respondent. Hearing rescheduled to June 4, 10 and 11.

♦ Michael Chin v. SPD – Pre-Hearing conference held at the May 15 meeting setting hearing for July 7 and July 9, 2008.

♦ Marcia Kinder v. SFD – Motion for Reconsideration was denied on 4/25/08.

5. Budget:

Director Effertz provided the monthly summit report as of May 13, 2008, showing total expenditures of 30% for the year.

6. Old Business/New Business:

Colleen Lafferty, Exams Analyst for SFD, provided the Commission with an update regarding entry level firefighter oral boards (900), Captain's written exam and Battalion Chief exams. Rachael Schade, Exams Analyst for SPD updated the Commission on her recent trips to New York City, with 750 applicants. She also informed the Commission that she will soon test in Minneapolis and Indianapolis in addition to the monthly testing for entry level police officer in Seattle.

7. Appeals for Fire Battalion Chief Written Exam:

Eight appeals were heard before the Commission to questions numbers 40, 50, 81, 88, 100, 145, 147, 151. After additional information was provided, the Commission adjourned to Closed Session to discuss the appeals before them. There were no appeals to the Fire Captain Written Exam.

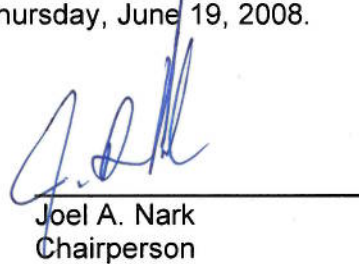
8. Return to the Record and Adjournment:

Chair Nark announced the results of the exam appeals and all eight appeals were denied. All other business before the Commission having been considered, the meeting was adjourned at 11:16 a.m. The next meeting will be Thursday, June 19, 2008.

Respectfully Submitted,


Mary E. Effertz
Executive Director

8-21-08
(date signed)


Joel A. Nark
Chairperson



City of Seattle

Public Safety Civil Service Commission

Commissioner David C. Bown
Commissioner Joel A. Nark
Commissioner Herbert V. Johnson
Executive Director Mary E. Effertz

Public Safety Civil Service Commission Meeting Minutes

August 21, 2008

1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Thursday, August 21, 2008 called to order by Commission Chair Joel Nark at 10:00 a.m., in the Seattle Municipal Tower, 700 Fifth Ave., Hearing Room 1679, Seattle, Washington.

In Attendance:

Commission Chair Joel Nark
Commissioner Herb Johnson
Gary Keese, Assistant City Attorney
Colleen Lafferty, Exams Analyst

Commissioner David Bown
Mary E. Effertz, Executive Director
Julia Nark
Conrad Nark

2. Approval of Minutes:

Minutes from the meeting held May 15, 2008 were reviewed. Commissioner Bown moved to approve the minutes as written, seconded by Commissioner Johnson, all in favor and the minutes were approved and signed.

3. Case Status Report:

Director Effertz updated the Commissioners on pending appeals:

♦ Felton Miles v. SPD – Final Findings were issued on August 7, 2008.

♦ Michael Chin v. SPD – Final Findings were issued on August 7, 2008.

♦ James Arata v. SPD: Both parties stipulated to a request for continuance of the prehearing conference to January 9, 2009.

♦ Thomas Hanley v. SPD: An appeal was filed on 5/30/08 and then subsequently withdrawn on 7/1/08 when his grievance was accepted for arbitration.

Updates on the John Powers decertification process was provided to the Commissioners as well as information on the federal case.

4. Budget:

Director Effertz provided the monthly summit report as of August 13, 2008, showing total expenditures of 52% for the year. She noted that reservations were

made for Commissioners Nark and Johnson for the Civil Service conference in Yakima on October 14 and 15, 2008.

5. Old Business/New Business:

Gary Keese announced he would be taking leave for the entire month of September. He said someone from his department would be assigned to the Commission in his absence.

Chair Nark led the discussion regarding consideration of providing more access to the Commission's decisions on our website. Commissioner Johnson said he liked the idea of publishing recent findings in the "pdf" format so people could download them if they want. Commissioner Bown was in agreement. Chair Nark also wants to post current promotional registers on the Commission's website. Commissioners Johnson and Bown both agreed to this provision as well.

6. Appeals for Fire Boat Pilot Written Exam:

Ten appeals were heard before the Commission to questions numbered 14, 17, 24, 37, 56, 98, 116, 144, and 9. After additional information was provided and discussed, the Commission adjourned to Closed Session to deliberate on the appeals before them.

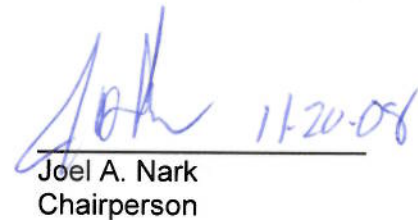
7. Return to the Record and Adjournment:

Chair Nark announced the results of the exam appeals and nine of the 10 appeals were denied. Question # 116 was thrown out. All other business before the Commission having been considered, the meeting was adjourned at 11:56 a.m. The next meeting will be Thursday, September 19, 2008.

Respectfully Submitted,


Mary E. Effertz
Executive Director

11-20-08
(date signed)


Joel A. Nark
Chairperson



City of Seattle

Public Safety Civil Service Commission

Commissioner David C. Bown
Commissioner Joel A. Nark
Commissioner Herbert V. Johnson
Executive Director Mary E. Effertz

Public Safety Civil Service Commission Meeting Minutes

November 20, 2008

1. **Introductions:**

The Public Safety Civil Service Commission opened its monthly meeting on Thursday, November 20, 2008 called to order by Commission Chair Joel Nark at 10:16 a.m., in the Seattle Municipal Tower, 700 Fifth Ave., Hearing Room 1679, Seattle, Washington.

In Attendance:

Commission Chair Joel Nark
Commissioner Herb Johnson
Gary Keese, Assistant City Attorney

Commissioner David Bown
Mary E. Effertz, Executive Director

2. **Approval of Minutes:**

Minutes from the meeting held August 21, 2008 were reviewed. Commissioner Bown moved to approve the minutes as written, seconded by Commissioner Johnson, all in favor and the minutes were approved and signed.

3. **Case Status Report:**

Director Effertz updated the Commissioners on pending appeals:

◆ Felton Miles v. SPD – Further action required re: Commission's Findings issued in August – to be discussed in closed session today (11/20/08).

◆ James Arata v. SPD: Both parties stipulated to a request for continuance of the prehearing conference to January 9, 2009. Director Effertz will contact the parties about going forward at the January meeting.

Director Effertz provided information about three police officers requesting reinstatement to the eligibility register. She further explained the process involved with the Department, which must approve the request before a supplemental certification is issued by the PSCSC.

4. **Budget:**

Director Effertz provided the monthly summit report as of November 18, 2008, showing total expenditures of 76% for the year.

5. Old Business/New Business:

The results of the election of Joel Nark were distributed and reviewed by the Commissioners.

Information on new Commissioner Terry Carroll was reviewed. Commissioner Carroll is the City Council appointee who begins his term in January of 2009.

A memo from the Personnel Department regarding Merit Leave was distributed to the Commissioners along with a performance evaluation form for Executive Director Effertz.

6. Adjourn to Closed Session

7. Return to the Record and Adjournment:


Chair Nark announced a written decision will be issued in the Felton Miles v. SPD matter. He also announced the results of the Executive Director's performance evaluation wherein the Commission gave her a 2% broadband consideration as well as four merit days. The market adjustment for 2009 was also approved. All other business before the Commission having been considered, the meeting was adjourned at 11:56 a.m. The next meeting will be Tuesday, December 16, 2008.

Respectfully Submitted,



Mary E. Effertz
Executive Director

12-16-08
(date signed)



Joel A. Nark
Chairperson



City of Seattle

Public Safety Civil Service Commission

Commissioner David C. Bown
Commissioner Joel A. Nark
Commissioner Herbert V. Johnson
Executive Director Mary E. Effertz

Public Safety Civil Service Commission Meeting Minutes

December 16, 2008

1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Tuesday, December 16, 2008 called to order by Commission Chair Joel Nark at 10:16 a.m., in the Seattle Municipal Tower, 700 Fifth Ave., Hearing Room 1679, Seattle, Washington.

In Attendance:

Commission Chair Joel Nark
Commissioner Herb Johnson
Rachael Schade, Personnel Dept.

Commissioner David Bown
Mary E. Effertz, Executive Director
Colleen Lafferty, Personnel Dept.

2. Approval of Minutes:

Minutes from the meeting held Nov. 20, 2008 were reviewed. Commissioner Bown moved to approve the minutes as written, seconded by Commissioner Johnson, all in favor and the minutes were approved and signed.

3. Case Status Report:

Director Effertz updated the Commissioners on pending appeals:
♦ James Arata v. SPD: Both parties have requested another 90 day continuance.

4. Budget:

Director Effertz provided the monthly summit report as of December 15, 2008, showing total expenditures of 84% for the year.

5. Old Business/New Business:

Examination Update: Rachael Schade, Exams Analyst, reported that SPD will continue to test on a monthly basis for entry level officers and that the number of applications have increased. She also said there are no plans to travel outside the area in 2009.

Colleen Lafferty, Exams Analyst, reported to the Commission that there will be no entry level examinations for SFD in 2009.

Commissioner Herb Johnson called for the election of Chairperson for 2009 and nominated Joel Nark. The motion was seconded by Commissioner Bown, a vote was taken and it was unanimous.

Chair Nark provided a plaque of appreciation to outgoing Commissioner Bown along with thanks for his six years of service to the Commission. Commissioner Johnson echoed that appreciation as well and also offered his thanks.

6. Adjournment:

All other business before the Commission having been considered, the meeting was adjourned at 10:38 a.m. The next meeting will be Thursday, January 15, 2009.

Respectfully Submitted,



Mary E. Effertz
Executive Director

1-15-09
(date signed)



Joel Nark
Commission Chair