



# City of Seattle

## Public Safety Civil Service Commission

Commissioner Joel A. Nark  
Commissioner Herbert V. Johnson  
Commissioner Terry Carroll  
Executive Director Mary E. Effertz

### Public Safety Civil Service Commission Meeting Minutes

January 15, 2010

#### 1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Friday, January 15, 2010, called to order by Commission Chair Terry Carroll at 10:14 a.m., in the Seattle Municipal Tower, 700 Fifth Avenue, Hearing Room 1679, Seattle, Washington.

#### In Attendance:

Commission Chair Joel Nark  
Commissioner Terry Carroll  
Jeff Slayton, Assistant City Attorney

Commissioner Herb Johnson  
Mary E. Effertz, Executive Director  
Stephanie Gilfeather, Law Dept.

#### 2. Approval of Minutes:

Minutes from the meeting held December 18, 2009 were reviewed. Commissioner Nark 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 matters before the Commission:

- Werner v. SPD: Findings of Fact are due by Feb. 11, 2010.
- Steven K. Castello v. SFD: The record closed on 12-17-09, and Findings of Fact are due by March 17.
- Adley Shephard v. SPD and Roger A. Russness v. SPD: Two new appeals were filed, both involve suspensions.
- Simon Edison: Reinstatement to eligibility register was requested. The request was sent to the appointing authority (SPD) for approval or disapproval.

#### 4. Budget:

Director Effertz provided the monthly summit report as of January 12, 2010 showing total expenditures of 92% for the year. She noted that Budget loading documents for 2010 will be available at the next meeting.

**5. Old Business/New Business:**

• Meeting dates for 2010 were posted on the PSCSC website and provided to the Commissioners.

**6. Closed Session:**

Chair Carroll announced the Commission would go into closed session for deliberation in the appeal of Castello v. SFD and possibly Werner v. SPD. Chair Carroll announced they would be in closed session until approximately 11:00 a.m.

**7. Return to the Record:**

The Commissioners reconvened in open session at 11:10 a.m. and Chair Carroll announced they have completed deliberations, but would go back into Executive Session to discuss a personnel matter for approximately 20 minutes.

**8. Return to the Record and Adjournment:**

Chair Carroll announced that they have completed their performance evaluation of the Executive Director for 2009 and provided the document signed by all Commissioners to Director Effertz. Commissioner Nark moved to accept the evaluation, seconded by Commissioner Johnson, all were in favor. They also informed her they decided to abide by the Mayor's request to freeze salaries and that they are going to ask the Personnel Department for an audit of the position in the near future. All other business before the Commission having been considered, the meeting was adjourned at 11:50 a.m.

Respectfully Submitted,

  
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Mary E. Effertz  
Executive Director

2-26-10  
(date signed)

  
\_\_\_\_\_  
Terry Carroll  
Commission Chair



# City of Seattle

## Public Safety Civil Service Commission

Commissioner Joel A. Nark  
Commissioner Herbert V. Johnson  
Commissioner Terry Carroll  
Executive Director Mary E. Effertz

### Public Safety Civil Service Commission Meeting Minutes

February 26, 2010

#### 1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Friday, February 26, 2010, called to order by Commission Chair Terry Carroll at 10:05 a.m., in the Seattle Municipal Tower, 700 Fifth Avenue, Hearing Room 1679, Seattle, Washington. Chair Carroll amended agenda item #8 (Closed Session) to agenda item #6, there was no objection.

#### In Attendance:

Commission Chair Terry Carroll  
Commissioner Joel Nark  
Jeff Slayton, Assistant City Attorney  
Colleen Lafferty, Personnel Dept.  
Darwyn Anderson, Personnel Dept.  
Shaun Schenkelberg, Seattle Fire Dept.  
Dan Peterson, Seattle Fire Dept.

Commissioner Herb Johnson  
Mary E. Effertz, Executive Director  
Stephanie Gilfeather, Law Dept.  
Rachael Schade, Personnel Dept.  
Paul Atwater, Seattle Fire Dept.  
Andrew Young, Seattle Fire Dept.  
Jon Goins, SFD, Local 27

#### 2. Approval of Minutes:

Minutes from the meeting held January 15, 2010 were reviewed. Commissioner Johnson moved to approve the minutes as written, seconded by Commissioner Nark, all in favor and the minutes were approved and signed.

#### 3. Discussion of Policy Related to Military Personnel and Promotional Exams:

Chair Carroll asked for anyone to speak to this issue, with Firefighter Andrew Young commencing with his request to take the Fire Lieutenant exam, missed while he was on active duty in Iraq. While he understands the ramifications of such a request in fairness to other candidates, Mr. Young spoke to the benefit of taking the exam and its effect on performance when taking the exam again in the future. Captain Paul Atwater, SFD, addressed the Commission in support of Mr. Young's request and offered alternative scenarios to administering a make-up exam.



Colleen Lafferty, Exams Analyst, Personnel Dept., stated that a make-up exam would be possible, but that they had to consider the budget, as a new exam would have to be written, which she estimated to be approximately \$30,000. Jon Goins, Vice President of Local 27, stated the union has not taken a position in this matter. Chair Carroll suggested that in the future, that the contract with the consultant, who writes the exams, include a remedy for make-up exams.

Commissioner Johnson said that he leans toward Mr. Young taking the next examination and inserting him on the current list for retroactive pay and service credit should he be promoted off that list. After further discussion regarding due consideration for Mr. Young and compliance with federal law (USERRA), Chair Carroll directed Commission counsel to draft a proposed rule change reflecting the Commission's proposed policy regarding military personnel requesting promotional exams for action at its next meeting. Attorney Slayton said Labor Relations will be given the proposed rule change for input before final approval.

#### **4. Request to take Fireboat Pilot Exam:**

Firefighter Dan Peterson provided the Commissioners with copies of a letter from his colleagues and supervisors in support of his request. Mr. Peterson explained that he missed the deadline when he did not receive notice of the exam cycle because he was on disability. Exams Analyst Colleen Lafferty noted that notices went out earlier than usual for this exam notice, and because of extenuating circumstances, recommended he be afforded the opportunity to apply.

Commissioner Johnson offered a motion to extend the deadline, at the discretion of the analysts, for applications to take the Fireboat Pilot exam. The motion was seconded by Commissioner Nark. After further discussion, Chair Carroll called for a vote, all in favor and the motion passed.

#### **5. Case Status Report:**

Director Effertz updated the Commissioners on pending matters before the Commission:

- Werner v. SPD: Findings of Fact were issued 1/21/10. Writ of Review was filed in Superior Court and a hearing will be held 3/2/10.
- Steven K. Castello v. SFD: Findings of Fact were issued 1/21/10, a Motion for Reconsideration was received on 2/1/10.
- Adley Shephard v. SPD and Roger A. Russness v. SPD: Both were withdrawn by Appellant and Orders of Dismissal were issued.
- Justin Mills: Reinstatement to eligibility register was requested. The request was sent to the appointing authority (SPD) for approval or disapproval.

#### **6. Budget:**

Director Effertz provided the first 2010 monthly summit report as of 2/19/10 showing total expenditures of 9%. Ms. Effertz also provided the final summit report for 2009, showing a surplus of \$7,853 to be turned back to the City's General Fund.

#### **7. Closed Session:**

Chair Carroll announced the Commission would go into closed session for approximately 15 minutes.

#### **8. Return to the Record:**

Chair Carroll announced that by unanimous vote, the Motion for Reconsideration in Castello v. SFD be denied.

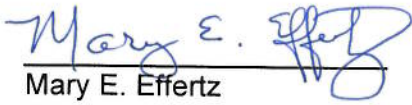
**10. Old Business/New Business:**

- Director Effertz provided the Commissioners with copies of the employee evaluation that was requested at the January meeting.
- Director Effertz asked for direction regarding action regarding the Commission's agenda and if they wanted her to work directly with the Chair. Both Commissioners Nark and Johnson agreed.

**11. Adjournment:**

All other business before the Commission having been considered, the meeting was adjourned at 11:50 a.m. The next Commission meeting is March 19, 2010. Commissioner Johnson noted he will be participating via teleconference and that the Director should call his cell phone number when ready to begin.

Respectfully Submitted,

  
Mary E. Effertz  
Executive Director

3/19/10  
(date signed)

  
Terry Carroll  
Commission Chair



# City of Seattle

## Public Safety Civil Service Commission

Commissioner Joel A. Nark  
Commissioner Herbert V. Johnson  
Commissioner Terry Carroll  
Executive Director Mary E. Effertz

### Public Safety Civil Service Commission Meeting Minutes

March 19, 2010

#### 1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Friday, March 19, 2010, called to order by Commission Chair Terry Carroll at 10:03 a.m., in the Seattle Municipal Tower, 700 Fifth Avenue, Hearing Room 1679, Seattle, Washington. Chair Carroll amended agenda item #4 (Military Personnel and Promotional Exams) to agenda item #3, there was no objection.

#### In Attendance:

Commission Chair Terry Carroll	Commissioner Joel Nark
Commissioner Herb Johnson (via tele-conference)	Mary E. Effertz, Executive Director
Jeff Slayton, Assistant City Attorney	Stephanie Gilfeather, Law Dept.
Colleen Lafferty, Personnel Dept.	Rachael Schade, Personnel Dept.
Darwyn Anderson, Personnel Dept.	Andrew Young, Seattle Fire Dept.
Lt. Mike Teeter, SPD	

#### 2. Approval of Minutes:

Minutes from the meeting held Feb. 26, 2010 were reviewed. Commissioner Johnson moved to approve the minutes as written, seconded by Commissioner Nark, all in favor and the minutes were approved and signed.

#### 3. Request for Certification Extension

Lieutenant Mike Teeter, SPD Employment Services, summarized the Department's request for an extension of the candidates already certified in the hiring process. Lt. Teeter provided the Commissioners with a list of the names of persons affected, depending on the "cut-off" score. Commissioner Nark offered a motion that when the list expires on March 25, 2010 and the "cut-off" score has been determined, that those below that score who are actively involved (in the backgrounding process), be included in the six month extension. The motion was seconded by Commissioner Johnson, Chair Carroll called for a vote with all in favor and the motion was passed.



**4. Discussion of Policy Related to Military Personnel and Promotional Exams:**

Jeff Slayton, Commission attorney, explained that the Commission had before them a proposed rule for their consideration that addresses all the issues expressed during the past two monthly meetings regarding Firefighter Young's request to take a make-up exam for lieutenant.

Commissioner Johnson made a motion to adopt the proposed rule provided by legal counsel, and after notification to the four unions seeking comment, adopt the rule permanently. The motion was seconded by Commissioner Nark. After further discussion, Chair Carroll called for a vote on the motion, all in favor and the motion passed.

**5. Exam Appeals:**

There were 14 appeals to protests filed by candidates taking the Police Sergeant's Exam. After discussion, Chair Carroll announced they would meet in closed session for deliberation on each one and announce its decisions when they return to the record.

**6. Case Status Report:**

Director Effertz updated the Commissioners on pending matters before the Commission:

- Werner v. SPD: The record was filed in Superior Court on March 12, 2010, and contained 1,052 pages.

- Steven K. Castello v. SFD: Order on Motion for Reconsideration was filed on 3/1/10.

- Justin Mills: Reinstatement to eligibility register was requested and denied by the appointing authority (SPD). The letter from the Commission to Mr. Mills was sent 3/5/10.

**7. Budget:**

Director Effertz provided the 2010 monthly summit report as of 3/18/10 showing total expenditures of 16% for the year to date.

**8. Old Business / New Business**

Colleen Lafferty, Exams Analyst, provided a "heads-up" regarding the upcoming exam for fireboat pilot in July that is subject to a possible Memorandum of Agreement (MOA) between SFD and Local 27, pursuant to PSCSC Rule 9.14. She asked for direction regarding an MOA, if she should bring it to the Commission for adoption. Chair Carroll thanked her for the update, but didn't think that it was within the Commission's purview to act on.

Director Effertz provided the Commission with a description of her job duties, as requested at the February meeting.

**9. Closed Session:**

Chair Carroll announced the Commission would go into closed session for approximately 30 minutes to deliberate on the exam appeals before them.

**10. Return to the Record:**

Chair Carroll announced the results regarding the 14 exam appeals.

Commissioner Nark noted that the Commission also wanted the exams analysts to notify candidates filing protests of the recommendations by the Development Committee prior to coming to the Commission on appeal.


**11. Adjournment:**

All other business before the Commission having been considered, the meeting was adjourned at 12:27 p.m. The next Commission meeting is April 16, 2010.

Respectfully Submitted,

  
Mary E. Effertz  
Executive Director

4-16-10  
(date signed)

  
Terry Carroll  
Commission Chair





# City of Seattle

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## Public Safety Civil Service Commission

Commissioner Joel A. Nark  
Commissioner Herbert V. Johnson  
Commissioner Terry Carroll  
Executive Director Mary E. Effertz

### Public Safety Civil Service Commission Meeting Minutes

April 16, 2010

#### 1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Friday, April 16, 2010, called to order by Commission Chair Terry Carroll at 10:00 a.m., in the Seattle Municipal Tower, 700 Fifth Avenue, Hearing Room 1679, Seattle, Washington.

#### In Attendance:

Commission Chair Terry Carroll  
Commissioner Herb Johnson  
Jeff Slayton, Assistant City Attorney  
Colleen Lafferty, Personnel Dept.  
Preston Bhang, Fire Dept.

Commissioner Joel Nark  
Mary E. Effertz, Executive Director  
Stephanie Gilfeather, Law Dept.  
Rick Verlinda, Bat. Chief, Fire Dept.  
Tom Walsh, Captain, Fire Dept.

#### 2. Approval of Minutes:

Minutes from the meeting held March 19, 2010 were reviewed. Commissioner Nark moved to approve the minutes as written, seconded by Commissioner Johnson, all in favor and the minutes were approved and signed.

#### 3. Policy Related to Military Personnel and Promotional Exams:

*(see attached posting of Rule notification for comments on 3/24/10)*

Public comment was received on the proposed Rule relating to Military Personnel published and noticed on March 24, 2010. Stephanie Gilfeather, Law Dept., received one comment regarding the new rule and recommended a change to Rule 10.09(c) to harmonize with the new Rule. After further discussion, Commissioner Nark offered a motion to adopt the published rule as written and noticed, seconded by Commissioner Johnson. An amendment to the motion was offered by Commissioner Nark to notice and publish the recommended change to current Rule 10.09(c), seconded by Commissioner Johnson. Chair Carroll called for a vote, all in favor and Rule 9.20 was adopted.

**4. Case Status Report:**

Director Effertz updated the Commissioners on pending matters formerly before the Commission:

- City v. Eric Werner: An expedited hearing has been set in Superior Court for May 5, 2010.
- B.T. Robert Mahoney v. City of Seattle, SPD, and PSCSC: Oral argument was scheduled for April 15, 2010.

**5. Fire Battalion Exam Appeals:**

There were six appeals to protests filed by candidates taking the Fire Battalion Chief written appeals. In addition to the written appeals provided to the Commission, candidates also offered supplemental information.

**6. Budget:**

Director Effertz provided the 2010 monthly summit report as of 04/13/10 showing total expenditures of 23% for the year to date.

**7. Executive Session:**

Chair Carroll announced the Commission would go into closed session for approximately 20 minutes to deliberate on the exam appeals before them. He also announced they would be discussing a personnel matter.

**8. Return to the Record:**

Chair Carroll announced the results regarding the six exam appeals and handed over a signed copy of the decisions to the Executive Director.


**9. Adjournment:**

All other business before the Commission having been considered, the meeting was adjourned at 11:37 a.m. The next Commission meeting is May 21, 2010.

Respectfully Submitted,

  
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Mary E. Effertz  
Executive Director

5-21-10  
(date signed)

  
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Terry Carroll  
Commission Chair



# City of Seattle

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## Public Safety Civil Service Commission

Commissioner Joel A. Nark  
Commissioner Terry Carroll  
Commissioner Christian M. Halliburton  
Executive Director Mary E. Effertz

### Public Safety Civil Service Commission Meeting Minutes

May 21, 2010

#### 1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Friday, May 21, 2010, called to order by Commission Chair Terry Carroll at 10:00 a.m., in the Seattle Municipal Tower, 700 Fifth Avenue, Hearing Room 1679, Seattle, Washington.

#### In Attendance:

Commission Chair Terry Carroll  
Commissioner Christian Halliburton  
Jeff Slayton, Assistant City Attorney  
Fritz Wollett, Law Dept.

Commissioner Joel Nark  
Mary E. Effertz, Executive Director  
Herb Johnson, ex-officio member  
Linda Czeisler, SFD

#### 2. Approval of Minutes:

Minutes from the meeting held April 16, 2010 were reviewed. Commissioner Nark moved to approve the minutes as written, seconded by Commissioner Halliburton, all in favor and the minutes were approved.

#### 3. Mayoral Appointee to the PSCSC:

Commission Chair Carroll welcomed new Commissioner Christian Halliburton to the PSCSC, a welcome extended by Commissioner Joel Nark.

Chair Carroll offered a resolution (attached) thanking outgoing Commissioner Herb Johnson, in addition to providing him with a plaque recognizing his service to the City of Seattle. Commissioner Nark spoke to his appreciation of working with him and that it was a pleasure. Mr. Johnson echoed the sentiment that it was a pleasure for him as well to serve on the Commission for the past six years.

#### 4. Case Status Report:

Director Effertz updated the Commissioners on pending matters (formerly) before the Commission, noting there are no current appeals pending:

- City v. Richard Roberson: The Court of Appeals, Division 1, published its opinion affirming the Commission's Findings of Fact, Conclusions of Law and Order.



• B.T. Robert Mahoney v. City of Seattle, SPD, and PSCSC: King County Superior Court affirmed the Commission's Findings of Fact, Conclusions of Law and Order in the Mahoney appeal.

**5. Budget:**

Director Effertz provided the 2010 monthly summit report as of 05/19/10 showing total expenditures of 31% for the year to date.

**6. Adoption of Rule Change 10.09(c):**

Director Effertz updated the Commission at the conclusion of the comment period and provided the only comment received after the posting of the proposed rule change. Commissioner Nark moved to approve the rule as written with the change of "he/she" substituted for "he" in the rule. The motion was seconded by Commissioner Halliburton, all in favor and the motion carried.

**7. Executive Session:**

Chair Carroll announced they will be going into closed session to discuss pending legal matters and personnel matters for approximately 20-30 minutes.

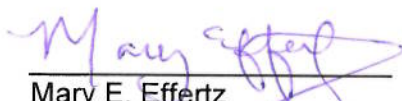
**8. Return to the Record:**

Chair Carroll announced the Commission considered a proposed settlement agreement in *Kevin Dumont v. SFD*, specifically section 2.2.2, which has been approved unanimously.

**9. Adjournment:**

All other business before the Commission having been considered, the meeting was adjourned at 10:50 a.m. The next Commission meeting is June 18, 2010.

Respectfully Submitted,

  
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Mary E. Effertz  
Executive Director

6/18/10  
(date signed)

  
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Terry Carroll  
Commission Chair

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**RESOLUTION OF THE  
PUBLIC SAFETY CIVIL SERVICE COMMISSION**

WHEREAS, Mayor Gregory Nickels appointed Herb V. Johnson as his appointee to the City of Seattle Public Safety Civil Service Commission in 2004; and

WHEREAS, Commissioner Johnson served on the Commission for two terms, ending in December of 2009; and

WHEREAS, Commissioner Johnson has approached working on the Commission enthusiastically and brought with him a voice of fairness, objectivity and reason; and

WHEREAS, Commissioner Johnson should be commended for his outstanding service to the Commission; and

WHEREAS, Commissioner Joel Nark, elected by City of Seattle sworn personnel; and Commissioner Terry Carroll, appointed by the City of Seattle City Council, hereby thank Commissioner Johnson for his exemplary service to the Commission.

Adopted by the Public Safety Civil Service Commission on the 21<sup>ST</sup> day of May, 2010, and signed by me in open session in authentication of its adoption this 21<sup>ST</sup> day of May, 2010.



Chair, Public Safety Civil Service Commission



# City of Seattle

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## Public Safety Civil Service Commission

Commissioner Joel A. Nark  
Commissioner Terry Carroll  
Commissioner Christian M. Halliburton  
Executive Director Mary E. Effertz

### Public Safety Civil Service Commission Meeting Minutes

June 18, 2010

#### 1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Friday, June 18, 2010, called to order by Commission Chair Terry Carroll at 10:03 a.m., in the Seattle Municipal Tower, 700 Fifth Avenue, Hearing Room 1679, Seattle, Washington.

#### In Attendance:

Commission Chair Terry Carroll	Commissioner Christian Halliburton
Commissioner Joel Nark (via teleconference for executive session)	
Mary E. Effertz, Executive Director	Jeff Slayton, Assistant City Attorney

#### 2. Approval of Minutes:

Minutes from the meeting held May 21, 2010 were reviewed. Commissioner Halliburton moved to approve the minutes as written, all in favor and the minutes were approved by acclamation.

#### 3. Case Status Report:

Director Effertz updated the Commissioners on pending matters (formerly) before the Commission, noting there are no current appeals pending:

- City v. Eric Werner: King County Superior Court reversed and remanded the appeal of Eric Werner.

#### 4. Budget:

Director Effertz provided the 2010 monthly summit report as of 06/16/10 showing total expenditures of 38% for the year to date.

#### 5. Executive Session:

Chair Carroll announced they will be going into executive session to discuss pending legal matters and personnel matters for approximately 20-30 minutes.



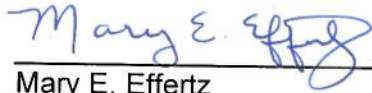
**6. Return to the Record:**

Chair Carroll announced that no formal action will be taken.

**7. Adjournment:**

All other business before the Commission having been considered, the meeting was adjourned at 10:30 a.m. The next Commission meeting is July 16, 2010.

Respectfully Submitted,



Mary E. Effertz  
Executive Director

8/27/10  
(date signed)



Terry Carroll  
Commission Chair



# City of Seattle

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## Public Safety Civil Service Commission

Commissioner Joel A. Nark  
Commissioner Terry Carroll  
Commissioner Christian M. Halliburton  
Executive Director Mary E. Effertz

### Public Safety Civil Service Commission Meeting Minutes

Aug. 27, 2010

#### 1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Friday, August 27, 2010, called to order by Commission Chair Terry Carroll at 10 a.m., in the Seattle Municipal Tower, 700 Fifth Avenue, Hearing Room 1679, Seattle, Washington.

#### In Attendance:

Commission Chair Terry Carroll  
Commissioner Joel Nark  
Jeff Slayton, Assistant City Attorney  
Lt. Mike Teeter, SPD

Commissioner Christian Halliburton  
Mary E. Effertz, Executive Director  
Colleen Lafferty, Personnel Dept.

#### 2. Approval of Minutes:

Minutes from the meeting held June 18, 2010 were reviewed. Commissioner Nark moved to approve the minutes as written, seconded by Commissioner Halliburton, all in favor and the minutes were approved and signed.

#### 3. Hiring Update:

Lieutenant Mike Teeter, SPD Employment Services, updated the Commission on the information he presented in March regarding new hires. Because of mid-year budget cuts by the Mayor, new hires in the department were put on hold. They are still processing those candidates that have taken the exam and are now waiting for the authority to officially hire. Lt. Teeter requested the Commission extend the certification list of candidates that expires 9/25/10 for another six months.

Commissioner Nark offered a motion to extend the list that expires 9/25/10; provided Lt. Teeter provide the list of names prior to the next Commission meeting, for six months. The motion was seconded by Commissioner Halliburton, Chair Carroll called for a vote and all in favor and the motion passed.

#### 4. Case Status Report:

Director Effertz updated the Commissioners on pending matters (formerly) before the Commission, noting there are no current appeals pending:

• City v. Eric Werner: The remand issued by Superior Court is on hold as Werner's attorney filed an appeal. Briefing schedule has been set and should be complete by October 7, 2010.

One request for reinstatement to the eligibility register was approved by the appointing authority (SPD). The requestor's name will therefore be placed on a supplemental reinstatement certification list.

**5. Budget:**

Director Effertz provided the 2010 monthly summit report as of 8/26/10 showing total expenditures of 55% for the year to date.

**6. Old Business / New Business:**

There was discussion about attending the annual Civil Service conference on Sept. 30 and Oct. 1, 2010. Chair Carroll said he would not be able to attend this year, and Commissioners Halliburton and Nark will get back to the Director after checking their schedules.

**7. Fireboat pilot exam appeals:**

Two appeals were heard by the Commissioners on the Fireboat Pilot Exam administered recently.

**8. Executive Session:**

Chair Carroll announced they will be going into executive session to vote on the appeals before them.


**9. Return to the Record:**

Chair Carroll announced that the appeal on question #73 is denied and that question #144 is thrown out altogether.

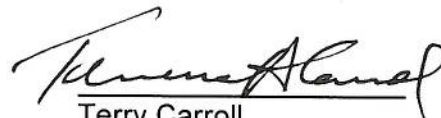
**10. Adjournment:**

All other business before the Commission having been considered, the meeting was adjourned at 10:50 a.m. The next Commission meeting has been changed to Sept. 24, 2010.

Respectfully Submitted,

  
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Mary E. Effertz  
Executive Director

9-24-10  
(date signed)

  
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Terry Carroll  
Commission Chair





# City of Seattle

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## Public Safety Civil Service Commission

Commissioner Joel A. Nark  
Commissioner Terry Carroll  
Commissioner Christian M. Halliburton  
Executive Director Mary E. Effertz

### Public Safety Civil Service Commission Meeting Minutes

Sept. 24, 2010

#### 1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Friday, Sept. 24, 2010, called to order by Commission Chair Terry Carroll at 10 a.m., in the Seattle Municipal Tower, 700 Fifth Avenue, Hearing Room 1679, Seattle, Washington.

#### In Attendance:

Commission Chair Terry Carroll  
Commissioner Joel Nark  
Jeff Slayton, Assistant City Attorney

Commissioner Christian Halliburton  
Mary E. Effertz, Executive Director  
Steve Hirjak, SPD

#### 2. Approval of Minutes:

Minutes from the meeting held August 27, 2010 were reviewed. Commissioner Halliburton moved to approve the minutes as written, seconded by Commissioner Nark, all in favor and the minutes were approved and signed.

#### 3. Delayed Eligibility:

Sgt. Steve Hirjak requested a waiver of a requirement to take the Lieutenant's exam with an extension of the eligibility date (approximately 10 months). Commissioner Nark offered a motion that Sgt. Hirjak be allowed to take the Lieutenant's exam, and that he will not be eligible for promotion until the 10 months in-grade service is complete. The motion was seconded by Commissioner Halliburton, the Chair called for a vote, all in favor and the motion passed.

#### 4. Case Status Report:

Director Effertz updated the Commissioners on pending matters (formerly) before the Commission, noting there are no current appeals pending:

- City v. Eric Werner: The remand issued by Superior Court is on hold as Werner's attorney filed an appeal. Briefing schedule has been set and should be complete by October 7, 2010.

**5. Budget:**

Director Effertz provided the 2010 monthly summit report as of 9/23/10 showing total expenditures of 62% for the year to date.

**6. Old Business / New Business:**

At the August meeting, the Commission approved a request for a Certification Extension Request for 2010, and asked Lt. Teeter to provide a list of the candidates affected by the extension granted. The list was provided to the Commission and Chair Carroll indicated it should be attached to the minutes when approved.

**7. Executive Session:**

Chair Carroll announced they will be going into executive session for approximately 15 minutes.

**8. Return to the Record:**

Chair Carroll announced that the Commission would like to take a look at the PSCSC Rules revisions pending before the Commission and directed staff to provide copies to all three Commissioners.

Chair Carroll also indicated that the Commission would like the City Budget Office to review the distribution of administrative services of both the PSCSC and the Civil Service Commission. He stated that he would write a letter to City Council and perhaps the Mayor's office, regarding the request for an assessment of the Commissions' efficiencies.

**10. Adjournment:**

All other business before the Commission having been considered, the meeting was adjourned at 11 a.m. The next Commission meeting is Friday, Oct. 15, 2010

Respectfully Submitted,

  
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Mary E. Effertz  
Executive Director

11-19  
(date signed)

  
\_\_\_\_\_  
Terry Carroll  
Commission Chair



# City of Seattle

## Public Safety Civil Service Commission

Commissioner Joel A. Nark  
Commissioner Terry Carroll  
Commissioner Christian M. Halliburton  
Executive Director Mary E. Effertz

### Public Safety Civil Service Commission Meeting Minutes

November 19, 2010

#### 1. Introductions:

The Public Safety Civil Service Commission opened its monthly meeting on Friday, Nov. 19, 2010, called to order by Acting Chair Joel Nark at 10 a.m., in the Seattle Municipal Tower, 700 Fifth Avenue, Hearing Room 1679, Seattle, Washington.

#### In Attendance:

Acting Chair Joel Nark	Commissioner Christian Halliburton
Commissioner Terry Carroll (absence excused)	
Mary E. Effertz, Executive Director	Jeff Slayton, Assistant City Attorney
Colleen Lafferty, Personnel Dept.	Jose Parra, SFD
Luke Carpenter, Carpenter Northwest	Tommy Tallman, SFD
Greg Anderson, SFD	Aaron Hedrick, SFD
Kim Chenault, Personnel Dept.	Rachael Schade, Personnel Dept.

#### 2. Approval of Minutes:

Minutes from the meeting held Sept. 24, 2010 were reviewed. Commissioner Halliburton moved to approve the minutes as written, seconded by Commissioner Nark, all in favor and the minutes were approved and signed.

#### 3. Case Status Report:

Director Effertz updated the Commissioners on pending matters (formerly) before the Commission, noting there are no current appeals pending:

A new appeal was filed against the Fire Department that claimed discrimination and was consequently referred to the proper rights agency according to PSCSC Rules. Director Effertz further informed the Commission that Appellant had since withdrawn her appeal and that an Order of Dismissal would be forthcoming.

• City v. Eric Werner: The remand issued by Superior Court remains on hold as Werner's attorney filed an appeal. Briefing schedule is complete and the date for oral arguments will be scheduled.



**4. Budget:**

Director Effertz provided the 2010 monthly summit report as of 11-17-10 showing total expenditures of 77% for the year to date.

**5. Old Business / New Business:**

- Colleen Lafferty, Personnel Dept., had been asked by the Commission in the past to clarify the Rules regarding service credits, and she reported that the Unions have approved the language via Labor Relations. The Commission directed staff to revise the Rules accordingly.

- Executive Director distributed the 2009 performance evaluation form with a SASE in case there is no December meeting.

**6. Fireboat Pilot Exam Appeals:**

Five appeals to the practical exam for Fireboat Pilot, with supporting documentation, were provided to the Commissioners in advance. Some of the candidates who took the exam were on hand to further their arguments for appeal.

**7. Executive Session:**

Acting Chair Nark announced they will be going into Executive Session for approximately 15 minutes, and that they would go on the record with their decision on the appeals after deliberations were complete.

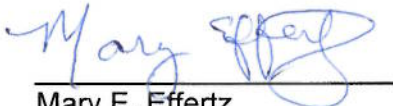
**8. Return to the Record:**

Acting Chair Nark announced that all five appeals in the Fireboat Pilot exam were denied.


**9. Adjournment:**

All other business before the Commission having been considered, the meeting was adjourned at 11:14 a.m. The next Commission meeting is Thursday, Dec. 16, 2010

Respectfully Submitted,

  
\_\_\_\_\_  
Mary E. Effertz  
Executive Director

12/16/10  
\_\_\_\_\_  
(date signed)

  
\_\_\_\_\_  
Joel Nark  
Acting Commission Chair



# City of Seattle

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## Public Safety Civil Service Commission

Commissioner Joel A. Nark  
Commissioner Terry Carroll  
Commissioner Christian M. Halliburton  
Executive Director Mary E. Effertz

### Public Safety Civil Service Commission Special Meeting Minutes

December 16, 2010

#### 1. Introductions:

The Public Safety Civil Service Commission opened a special meeting on Thursday, Dec. 16, 2010, called to order by Chair Terry Carroll at 10 a.m., in the Seattle Municipal Tower, 700 Fifth Avenue, Hearing Room 1679, Seattle, Washington.

#### In Attendance:

Commissioner Terry Carroll  
Commissioner Christian Halliburton  
Jeff Slayton, Assistant City Attorney

Commissioner Joel Nark  
Mary E. Effertz, Executive Director

#### 2. Approval of Minutes:

Minutes from the meeting held Nov. 19, 2010 were reviewed. Commissioner Halliburton moved to approve the minutes as written, seconded by Commissioner Nark, all in favor and the minutes were approved and signed.

#### 3. Case Status Report:

Director Effertz updated the Commissioners on appeals formerly before the Commission, noting there are no current appeals pending:

- City v. Eric Werner: The remand issued by Superior Court remains on hold as Werner's attorney filed an appeal. Briefing schedule is complete and the date for oral arguments will be scheduled.

#### 4. Budget:

Director Effertz provided the 2010 monthly summit report as of 12-15-10 showing total expenditures of 84% for the year to date.

Director Effertz also provided the Commission with the portions of the City's on-line Budget Book showing the proposed budget for the next biennium, 2011-2012. She also provided an overview of the organizational chart for the City, showing the Commission as an independent city agency, with notes showing Small Departments (which includes PSCSC) were exempt from the City-wide massive budget cuts for 2010.

**5. Old Business / New Business:**

• Copies of the Rule revision agreed to by the Commission at an earlier meeting were provided to the Commissioners (Rule 9.27 Service Credit in Promotional Examinations). Director Effertz reported she had incorporated the changes into the Rules and re-posted it on-line.

• Election of Chair for 2011: Commissioner Nark nominated Commissioner Terry Carroll to serve another year as Chair, seconded by Commissioner Halliburton. The Chair called for a vote and all in favor.

**6. Rules Revisions:**

Chair Carroll suggested that a review of the Rules revisions be conducted first by Commissioner Halliburton and report back to the Commission for further consideration in approximately 90 days. Commissioner Halliburton agreed and will work with the Commission's attorney and director, if necessary.

**7. Executive Session:**

Chair Carroll announced they will be going into Executive Session for approximately 15 minutes to discuss a personnel matter.

**8. Return to the Record:**


Chair Carroll announced that the annual performance evaluation of Director Effertz was complete and handed it to her to pass on to Personnel.

**9. Adjournment:**

All other business before the Commission having been considered, the meeting was adjourned at 10:55 a.m. The next Commission meeting is Friday, January 21, 2011

Respectfully Submitted,

  
\_\_\_\_\_  
Mary E. Effertz  
Executive Director

  
\_\_\_\_\_  
(date signed)

  
\_\_\_\_\_  
Joel Nark  
Acting Commission Chair