



PUBLIC SAFETY CIVIL SERVICE COMMISSION
MEETING AGENDA

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

DATE: Thursday, May 15, 2025

TIME: 10:00 a.m.

LOCATION: In person @ **SMT Room 1679** and Remote Attendance via **Teams**

Directions to SMT 1679-Seattle Municipal Tower, 700 5th Ave, Seattle, WA 98104.

In person attendance: Call (206) 233-7118 or (206) 586-1991 to be escorted to the 16th floor from the 4th floor lobby.

Teams Meeting Public Login:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NTJjYTBINjctNDBiZi00NGlwLTg0MmEtYzA5NDdiODBjNmJl%40thread.v2/0?context=%7b%22Tid%22%3a%2278e61e45-6beb-4009-8f99-359d8b54f41b%22%2c%22Oid%22%3a%220cc67185-726d-44dc-b9dc-4e989f1dfbad%22%7d

Commissioners, staff, and guest presenters Login:

Please JOIN via the Teams invitation.

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<https://www.seattle.gov/public-safety-civil-service-commission>

Public Safety Civil Service Commission
Monthly Meeting Agenda
May 15, 2025 @ 10:00 a.m.

Seattle Municipal Tower Room 1679 and Teams

1.	CALL TO ORDER LAND ACKNOWLEDGEMENT	Commission Chair (PSCSC 2.04)
2.	COMMISSIONER AND STAFF INTRODUCTIONS	
3.	PUBLIC COMMENT	
4.	APPROVAL OF MINUTES	April 18, 2025, PSCSC Monthly Meeting (Pages 1-3)
5.	UPDATES/DISCUSSION	<p>A. FIRE AND POLICE EXAM UNIT UPDATES</p> <ol style="list-style-type: none"> 1. Police Exams (Rachael Schade, Police Exams Administrator) 2. Fire Exams (Yoshiko Grace Matsui, Fire Exams Administrator) 3. Fire and Police Staffing (Hiring/Attrition Numbers) <p>B. EXECUTIVE DIRECTOR BUDGET & DEPARTMENTAL UPDATES</p> <ol style="list-style-type: none"> 4. Department Update 5. Budget Update (Page 4) 6. Staffing Update, Mike Nelson, Public Safety Exams Manager <p>C. CASE STATUS REPORT/APPEAL UPDATES (Pages 5-7 CSR)</p> <ol style="list-style-type: none"> 7. Hill v. SPD-PSCSC No. 24-01-004A 8. Englund v. SPD-PSCSC No. 24-01-006A
6.	ACTION ITEMS	<p>D. POSSIBLE EXAM PROTEST REVIEWS</p> <p>There were no Police Captain or Police Lieutenant protests submitted.</p>
7.	EXECUTIVE SESSION	May be cancelled if not needed
8.	OLD/NEW BUSINESS	
9.	ADJOURNMENT	<p>Next Meeting Date: Thursday, June 12, 2025-Monthly Meeting at <u>SMT 1679</u> (Possible Fire Lieutenant Oral Board Protest Review)</p> <p>This meeting will no longer be held at City Hall Boards and Commission Room L280.</p>



**Public Safety Civil Service Commission
Monthly Meeting Minutes**

April 18, 2025 @ 10:00 a.m.

Seattle Municipal Tower Room 1679 and Teams

1.	CALL TO ORDER Commission Chair (PSCSC 2.04)	Commissioner Greene called the meeting to order at 10:00 am.
LAND ACKNOWLEDGEMENT		
2.	COMMISSIONER AND STAFF INTRODUCTIONS	Commissioner Greene gave attendees an opportunity to introduce themselves. The following people were present: PSCSC Commissioners: Tom Applegate and Queniya Mays. Commission Staff: Andrea Scheele, Executive Director; Mike Nelson, Public Safety Exams Manager; Staff of the Public Safety Exams Unit; and Teresa Jacobs, Executive Assistant. Joe Levan and Anne Vold, Assistant City Attorneys/Commission Counsel. Seattle Fire HR: Sarah Lee, Director and Dori Towler, Personnel Manager. Seattle Police HR: Allen McKenzie, Labor and Employment Advisor. Members of the public were also present. Not in Attendance: Sarah Butler, Operations & Policy Advisor
3.	PUBLIC COMMENT (GENERAL)	Captain Doug Johnson, Seattle Fire Department, gave public comment. There was no other public comment in person or in writing.
4.	PUBLIC RECORDS ACT TRAINING	Aaron Valla, Assistant City Attorney
5.	APPROVAL OF MINUTES	March 19, 2025, PSCSC Monthly Meeting: Commissioner Greene moved to accept the minutes as written. Commissioner Mayes seconded the motion. The minutes were approved by acclamation.
6.	UPDATES/DISCUSSION	A. FIRE AND POLICE EXAM UNIT UPDATES 1. Police Exams (Rachael Schade, Police Exams Administrator) 2. Fire Exams (Yoshiko Grace Matsui, Fire Exams Administrator) 3. Fire and Police Staffing (Hiring/Attrition Numbers)

		<p>B. EXECUTIVE DIRECTOR BUDGET & DEPARTMENTAL UPDATES</p> <p>4. April 2025 Rulemaking 5. Budget Update 6. Department Update</p> <p>C. CASE STATUS REPORT/APPEAL UPDATES</p> <p>7. Hill v. SPD-PSCSC No. 24-01-004A 8. Englund v. SPD-PSCSC No. 24-01-006A</p>
<p>7.</p>	<p>PUBLIC COMMENT ON PROPOSED RULEMAKING</p> <p>DISCUSSION</p> <p>POTENTIAL VOTE</p>	<p>D. PSCSC PROPOSED RULEMAKING</p> <ul style="list-style-type: none"> ○ Rule 2.13 Review and Reconsideration of Actions or Decisions of the Director: Commissioner Greene moved to accept rule 2.13 as amended. Commissioner Mays seconded the motion. The was approved by acclamation. ○ Rule 8.07 Admission to Examination Pending Appeal: Commissioner Greene moved to accept rule 8.07 as amended. Commissioner Mays seconded the motion. The was approved by acclamation. ○ Rule 9.09 Promotional Development Committee: Commissioner Greene moved to accept rule 9.09 as amended. Commissioner Mays seconded the motion. The was approved by acclamation. ○ Rule 9.15 Military Personnel and Promotional Exams: Commissioner Greene moved to accept rule 9.15 as amended. Commissioner Mays seconded the motion. The was approved by acclamation. ○ Rule 9.20 Preference for Multilingual Candidates: Commissioner Greene moved to accept rule 9.20 as amended. Commissioner Mays seconded the motion. The was approved by acclamation. <p>9. Executive Director Briefing on Proposals 10. Public Comment on Proposals: Captain Doug Johnson, Seattle Fire Department, gave public comment on proposed rulemaking. There was no other public comment in person or in writing. 11. Discussion and Possible Vote</p> <p>August 21, 2025, Retreat/Hearing Prep Training</p>
<p>8.</p>	<p>EXECUTIVE SESSION</p>	<p>The commission did not go into Executive Session.</p>

9.	OLD/NEW BUSINESS	There was no Old/New Business.
10.	ADJOURNMENT	Commission Chair Green adjourned the meeting at 11:16 a.m.

Minutes submitted **May 15, 2025**, by: Teresa Jacobs

Minutes Approved Amended

May 15, 2025, by: PSCSC

Signed by PSCSC Commission Chair, Richard Greene

Monthly meetings are recorded, they can be found at:
<https://www.youtube.com/channel/UCgIMkgpm-XFGWnnYfMRL4tQ>

Previous recordings may be requested via the public records portal at
<https://www.seattle.gov/public-records>

CIV Department 2025 Monthly Expenditures

#REF!

2025
 VC000 - Civil Service Commissions Dept
 All
 All

Values																		
Account Grouping Level	Adopted	Revised	01 -	02 -	03 -	04 -	05 -	06 -	07 -	08 -	09 -	10 -	11 -	12 -	YTD Expenses	Encumbrance	Available Balance	Percent Used
Two	Budget	Budget	Expenses	Expenses	Expenses	Expenses	Expenses	Expenses	Expenses	Expenses	Expenses	Expenses	Expenses	Expenses				
Labor	2,098,041	2,098,041	151,145	167,261	154,104	159,235	19,780	-	-	-	-	-	-	-	651,524	-	1,446,516	31.1%
Non-Labor	719,609	719,609	16,325	40,640	121,730	95,422	45,866	-	-	-	-	-	-	-	319,983	14,405	385,222	46.5%
	2,817,650	2,817,650	167,469	207,902	275,834	254,657	65,646	-	-	-	-	-	-	-	971,507	14,405	1,831,738	35.0%

**PUBLIC SAFETY CIVIL SERVICE COMMISSION
CASE STATUS REPORT
May 2025**

OPEN APPEAL/EXAM PROTEST/REQUEST FOR DECISION/COMPLAINT								
Type	CASE NUMBER	APPELLANT	RESPONDENT DEPARTMENT	DATE FILED	ISSUE	Register/Exam/ Position	Issue/Requested Outcome/Status	PRESIDING
A	24-01-004A	Hill	SPD	5-21-2024	Discharge		1 st Prehearing was held October 24, 2024. Hearing scheduled for September 22-26, 2025.	PSCSC
A	24-01-006A	Englund	SPD	9-23-2024	Suspension		1 st Prehearing was held February 10. Hearing TBD.	PSCSC

A=Appeal (PSCSC 6) E=Exam Protest (PSCSC 9.22) C=Complaint RRM=Request to Review or Modify (PSCSC 2.13.b)
RPro=Register-Promotional

CLOSED APPEAL/EXAM PROTEST/REQUEST FOR DECISION								
Type	CASE NUMBER	APPELLANT/ REQUESTOR	RESPONDENT DEPARTMENT	DATE FILED	ISSUE	Register/Exam/ Position	Issue/Requested Outcome/Status	PRESIDED
A	25-01-004A	Allen	SPD	2-11-2025	Suspension		Appellant requested to withdraw the appeal on 3-5-2025.	Executive Director
A	25-01-001A	Dave	SPD	1-10-2025	Discharge		Appellant requested to withdraw the appeal on 3-11-2025.	Executive Director

R	25-05-002RPro	Schenkelberg	Fire	1-31-2025	Eligible Register Expired	Fire Captain	Dismissed for lack of timeliness. Dismissal Order issued 2-21-2025	Executive Director
A	24-01-007A	Willis	SPD	10-1-2024	Suspension		Appellant requested to withdraw the appeal, because the parties reached a settlement. A dismissal order was issued 1-4-2025.	Executive Director

REQUESTS FOR REINSTATEMENT TO ELIGIBLE REGISTER				
RFR=Request for Reinstatement (PSCSC 10.03)				
CASE NUMBER	DEPT	DATE REQUESTED	POSITION/RANK	DECISION
25-05-002RFR	Police	1-30-2025	Officer	Requester Withdrew
25-05-004RFR	Police	3-7-2025	Officer	Approved
25-05-008RFR	Police	3-11-2025	Officer	Approved
25-05-010RFR	Police	3-27-2025	Officer	Approved
25-05-011RFR	Fire	4-2-2025	Firefighter	TBD
25-05-012RFR	Fire	4-11-2025	Firefighter	TBD
25-05-013RFR	Police	4-16-2025	Lieutenant	Approved at Rank of Police Officer
25-05-014RFR	Fire	4-19-2025	Firefighter	TBD
25-05-015RFR	Police	4-28-2025	Sergeant	Approved at Rank of Police Officer

REQUESTS FOR PROBATIONARY EXTENSION			
RPE= Request for Probationary Extension (PSCSC Rule 12.0)			
DEPT	DATE REQUESTED	POSITION/RANK	APPROVED/DENIED
Fire	1-10-2025	Battalion Chief	Approved

Fire	1-10-2025	Lieutenant	Approved
Fire	1-10-2025	Firefighter	Approved
Fire	2-3-2025	Firefighter	Approved
Police	2-18-2025	Officer	Approved
Police	2-24-2025	Officer	Approved
Police	4-14-2025	Officer	Approved
Fire	4-27-2025	Firefighter	Approved
Police	4-29-2025	Sergeant	Approved
Police	5-5-2025	Police	TBD