

**City of Seattle
Civil Service Commission
November 15, 2006 Minutes**

APPROVED DECEMBER 13, 2006

Call to Order: Commission Chair Jennifer Schubert called the regular meeting to order at 9:30 a.m. The meeting was in Suite 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98124.

In Attendance:

Commissioner Steven A. Jewell
Commissioner Ellis H. Casson
Glenda Graham-Walton, Executive Director
Gary Keese, Assistant City Attorney

Not In Attendance:

Teresa Jacobs, Administrative Staff Assistant

ACTION ITEMS

Public Comment: No one signed up for Public comment

1. **Approval of October 25, 2006 Meeting Minutes:** The Commission reviewed the October 25, 2006 minutes. Commissioner Jewell moved to accept the minutes. Commissioner Casson seconded the motion. The Commission approved the minutes as submitted, adopted them by acclamation and the Chair signed.
2. **Review Monthly Case Status Report & Appeals-New, Update & Review:** There were no new appeals.
 - **Cunningham Appeal-**The Commission went into Executive Session to deliberate on the Petition for Review and Hearing Examiner's Decision. The session lasted from 9:40 a.m. -10 a.m. The Commission will issue a decision in the upcoming weeks.

DISCUSSION ITEMS

3. **Exemptions from Civil Service:** Commissioner Jewell and Glenda Graham-Walton shared expressed concerns received from SCL employees about their position being exempted from civil service. Employees have visited the Commission's office and have talked with Commissioner Jewell. The Commission discussed the issue and decided additional information is needed prior to considering if there is a need for the Commission

to take a position or initiate any action. Commissioner Jewell and Glenda will research the issue and process for exemptions and report back at the next meeting. A one page “fact sheet” on civil service (protections) was reviewed and approved for distribution to employees.

4. **Monthly Summit (Budget) Report:** Glenda shared that an additional \$4,000 was requested for the Commission’s current budget to cover any shortages as a result of the reclassification of the Executive Director’s position and consequential salary increase.
5. **Review Meeting Dates January through June 2007:** The Commission agreed to keeping meetings on the third Wednesday and making adjustments as needed.
6. **Other**
 - **Memo re: Merit Leave Awards for 2006:** Glenda will send documentation of previous evaluations to Commissioner Schubert. The Commission will further discuss the issue during an executive session at the December meeting

Adjourn—The meeting was adjourned at 10:35 a.m.

Minutes prepared by: Glenda J. Graham-Walton, Executive Director,

Respectfully Submitted:

/s/ Teresa R. Jacobs 12/13/06

Approved by:

/s/ Jennifer K. Schubert, 12/13/06

Teresa R. Jacobs
Administrative Staff Assistant

Jennifer K. Schubert
Commission Chair

Date