



## City of SeaTac Civil Service Commission Minutes of Meeting held on Monday, July 9, 2012

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4800 South 188<sup>th</sup> Street  
SeaTac, WA 98188-8605

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**Mayor**  
*Tony Anderson*

**Deputy Mayor**  
*Mia Gregerson*

**Councilmembers**  
*Barry Ladenburg*  
*Rick Forschler*  
*Terry Anderson*  
*Dave Bush*  
*Pam Fernald*

**City Manager**  
*Todd Cutts*

**Assistant City Manager**  
*Gwen Voelpel*

**City Attorney**  
*Mary Mirante Bartolo*

**City Clerk**  
*Kristina Gregg*

### 1. Call to Order

The regularly scheduled meeting of the SeaTac Civil Service Commission for Fire Department Employees was called to order at 3:30 p.m. on Monday, June 11, 2012. The meeting was held at SeaTac City Hall in Room 128, located at 4800 South 188th Street, SeaTac, WA 98188.

**COMMISSIONERS PRESENT:** Commissioners Donna Thomas, Erin Sitterley and Sue Drebert

**STAFF PRESENT:** Assistant Chief Brian Wiwel, Assistant City Attorney Julia Yoon, Finance & Information Systems Director Aaron Antin, Human Resources Director Anh Hoang, Mary Ann Cromwell, Stephanie Johnson, Fire Fighters Adam Renn and Keven Rojecki, and Fire Captain John Gallup

### 2. Public Comment

None.

### 3. Regular Business

#### a) APPROVAL OF MINUTES

##### i. Approval of Minutes of Regular Meeting on June 11, 2012

**Motion:** Commissioner Sitterley made a motion to approve the Minutes of the Civil Service Commission's June 11, 2012 meeting. Commissioner Drebert seconded the motion. Motion passed.

#### b) 2013/2014 Budget

Continued discussion of the 2013/2014 budget took place.

Finance Director Aaron Antin and Human Resources Director Anh Hoang were invited to answer any questions regarding the request for the commission to consider a paid Chief Examiner and/or Assistant Chief Examiner in the 2013/14 budget process.

#### c) 2013 Budget Proposal

Ms Johnson distributed the Draft 2013 Civil Service Budget. She reviewed each item listed.

Ms. Johnson reported the most significant change is the New Request for a salaried position. This request was made by her supervisor in Human Resources, to reflect the amount of time she spends on Civil Service work, which takes away from her regular duties.

The Commissioners expressed some concern about this New Request item, and asked:

- Are these new additional hours to the City budget?
- Are these hours taken from the Human Resources budget?
- Does this new request constitute a new position, requiring a competitive process?

It was decided to invite the Finance Director, Human Resource Director to the July Civil Service meeting to discuss this new budgetary item.

**4. Next Meeting**

The next regularly scheduled meeting will be held on July 9, 2012 at 3:30 p.m. at SeaTac City Hall, Conference Room 128.

**5. Adjournment**

The Meeting adjourned at 4:55p.m. These minutes are excerpts of the Civil Service Commission Meeting. No audio recording of the meeting was made.

Prepared by:

Alyne R. Hansen

Assistant Chief Examiner for the Civil Service Commission

***APPROVED on July 9, 2012***