



Tacoma Civil Service Board
Meeting Minutes

Date and Time: February 3, 2022 at 5:00 PM
Location: By Zoom teleconference
Chair: Beckie Summers
Coordinator: Wendy Hobson

Call to Order:

Chair Summers called the meeting to order at 5:00PM. Board Members Sexton and Hansen were present. Board Member Heller and Board Member Andrews were excused. Also present was Deputy City Attorney Martha Lantz.

Approval of September 23, 2021 minutes:

Board Member Sexton motioned to approve; Board Member Hansen seconded the motion. With no discussion, a voice vote was taken.

VOICE VOTE: 3 AYES, 0 NAYS, 0 ABS. THE MINUTES OF SEPTEMBER 23, 2021 WERE APPROVED AS WRITTEN.

Approval of November 4, 2021 minutes:

Board Member Sexton motioned to approve; Board Member Hansen seconded the motion. With no discussion, a voice vote was taken.

VOICE VOTE: 3 AYES, 0 NAYS, 0 ABS. THE MINUTES OF SEPTEMBER 23, 2021 WERE APPROVED AS WRITTEN.

Communication for Information:

Chair Summers: Ms. Hobson is there any tonight?

Wendy Hobson: Yes, Chair Summers. I just wanted to make sure that you all received a couple of communications that I sent out. The first one was sent on January 14th and it was a letter from the Mayor in response to your letter. I want to make sure you all received that. I know Board Member Hansen has been having some issues with his email. The second item was sent to you on January 26th and was the 4th Quarter EEO Data and also an employee communication from the HR Director regarding an update on the Class and Comp Study.

Chair Summers: I received all of them. Thank you. Dan? Did you receive those?

Board Member Sexton: Yes.

Chair Summers: Ok. And we're... Eric, have you received them now?

Board Member Hansen: No, well... they're somewhere in my, spam folder. But the problem with my spam folder is that if there is an attachment, I can't access that. So, Wendy, now that we've got it... you've figured it out. You've got it working... if you could forward those three emails to me again when you have a chance...

Wendy Hobson: Ok. Yes, I will do that.

Board Member Hansen: I would appreciate that. Thanks.

Chair Summers: Ok. Thank you.

Actions on Matters Still Pending / New Business:

Wendy Hobson: None this evening.

Chair Summers: Ok. I do have some new business. I've been asked if I will be running again for this position and I will not. I want to take a moment, and I was hoping that Ellen would be here, to thank this Board because it's been a pleasure to serve with all of you. This is probably the best Board I've served on, and I've served with a few. I just want to thank you for all of your support over the years. My wonderful husband has decided he's going to retire, and I feel that it's time for me to do the same. So, thank you all.

Our other new business is that our Management Appointee is also going to be leaving us and I wanted to be sure that I noted what a wonderful asset she has been to this Board. I am always surprised at how she questions. The way she thinks is so different than me. Always surprising, always enlightening. I can't thank her enough for all of the times she's made things clearer for me just the way she questions. And, with that, Dan... or Board Member Sexton, you have something to say.

Board Member Sexton: Um, my cat just uh.... I'm sorry, I'm sorry.

Chair Summers: Ok. Moving on... we don't have any time for cats.

Board Member Sexton: Yes, we do. Yes, we do. I'm sorry. Is this your last meeting, Madam Chair?

Chair Summers: I believe the election is held in March. Yes, this will be my last meeting.

Board Member Sexton: So, I suppose I will have to prepare my big speech for the meeting after you're gone. But, while you are still here, I wanted to say that not only are you the finest Chair that I've ever seen on this meeting, or any other meeting, but you're also the finest Civil Service Board Member that I've had the pleasure of knowing. I'm going to deeply miss your service to the City. We won't be the same without you. Thanks so much for everything.

Chair Summers: Thank you Dan.

Board Member Hansen: Madam Chair?

Chair Summers: Board Member Hansen.

Board Member Hansen: You know, I agree with everything that Dan said and, certainly, we're going to miss you and you're going to be a loss to the Board with your insights and your analysis of the issues before the Board. We're going to miss that. And for Board Member Andrews, I agree, you know, she had so many insights that none of us thought of and contributed so much to the decisions that we made. We're losing two great human beings as resources for the Civil Service Board and then, like I say, you guys have big shoes to fill. So, hopefully we'll have people of the same quality as you guys because you guys really made contributions to the Board. And thanks so much for doing what you're doing. It's been a pleasure working with both of you.

Human Resources Director Fritz: Chair Summers?

Board Member Sexton: Absolutely.

Chair Summers: Ms. Fritz?

Human Resources Director Fritz: Your term, I believe, ends in May of this year. I don't want to burst the bubble, but...

Chair Summers: You've got to be kidding me.

Human Resources Director Fritz: May 23rd, or something like that.

Chair Summers: No, I really, this is my last meeting. So, I understand that my term ends in May, but the election will be held. And, once the election is held, that person can take over this position. If I have to, I'll come back for March, but I'm not staying until May. As soon as they elect my replacement, I will not be in this seat. And I, that's the other thing, I am the employee rep and I so thank them for the faith that they've had in me and all of the support that I've gotten from them. I know they will replace me well, because they found me, and they're going to find someone very close to me in caliber and I just have no concern about being replaced with a very, very fine person. So, thank you. Thank you, though, Ms. Fritz, for trying to keep me here until May. Not going to happen.

Yes, Board Member Sexton.

Board Member Sexton: Do we know if this is Board Member Andrews' last meeting?

Chair Summers: I do not.

Board Member Sexton: Well, regardless of that I guess, I definitely want to echo

Board Member Hansen's comments and just add that she's been a great member to work with and she'll be deeply missed also.

Chair Summers: well, and....

Board Member Sexton: And hopefully we get a few more in.

Chair Summers: And it will be up to Ms. Fritz to pick a wonderful replacement, just like she found Ms. Andrews. I'm so pleased that we got to work with her.

Board Member Hansen: Madam Chair? I think I misspoke previously. I said thanks so much for doing what you're doing, I meant thanks so much for doing what you did and the contributions that you made to the Board. I misspoke that... in case you caught that.

Chair Summers: I did not but thank you.

Board Member Hansen: Ok.

Chair Summers: Thank you for that. Moving on...

Actions on Matters Still Pending / New Business:

Wendy Hobson: None this evening.

Considerations of Matters Set for Public Hearings:

Wendy Hobson: None this evening.

Chair Summers: I know I'm happy to see that.

Civil Service Coordinator Report:

Wendy Hobson: I don't have anything additional to report.

Human Resources Director Report

Chair Summers: Ms. Fritz.

Human Resources Director Fritz: Good evening. I just have a few updates for you. The first is on our Classification and Compensation Study. Since the last update, we received the recommendations from the consultants. I forwarded you all the report. We took those recommendations and conducted our own assessment, along with City leaders, to see how those recommendations would actually play out in our future classification and compensation system. We're looking at that feedback now and are also engaging with a separate outside consultant to help us make sure that we've got those recommendations in place for our future class and comp system. And that we've got everything we want in that system before we move forward with implementation. That review is happening right now.

The second is, in terms of recruitments and executive recruitments that we have done. You likely have already heard that we just onboarded our new Police Chief. His name is Avery Moore from the City of Dallas. He's fantastic and I think he's going to be a great next step in the evolution of leadership of the police department. We also hired Adam Cook as the Tacoma Venues and Events Director. He was previously in the Deputy Director position and he officially started this week.

Also, mandatory telework, because of the spike in COVID cases lately due to the Omicron variant... our mandatory telework directive for our employees who can telework, was extended through the end of March. The City has committed to letting employees know by March 15th if there are any additional plans for extending mandatory telework, or if we are going to move into the reconstitution phase. So, still in a holding pattern and kind of being held hostage by COVID.

Finally, I launched an advertising campaign to search for our next Management Representative. Ellen let me know last year in December when her previous term was expiring that she didn't want to serve the full term. I didn't have anyone to replace her with at the time, and she agreed to continue to serve until we were able to identify someone to replace her. The deadline for those applications is February 15th and what we will do once we've finished receiving applications is conduct interviews and see who we can find to be our Management Representative going forward. I just wanted to do a special acknowledgement for Board Member Andrews. She's been incredibly patient, kind, and willing to step up and serve all this time. I'm sorry she's not here to hear that, but I do appreciate her and her service on this Board.

That concludes my report. Any questions this evening?

Board Member Hansen: Madam Chair?

Chair Summers: Board Member Hansen.

Board Member Hansen: Yeah, I just have one. Out of curiosity, from what pool of applicants do you choose a Management Representative? Are they employees of the City or are they employees of private companies? Or community members, or...

Human Resources Director Fritz: City of Tacoma employees are not eligible, so the people who are eligible are individuals who live in the City of Tacoma limits and are, I think the term is "legal voter or registered voter" in the area. So, we put out a social media and advertising campaign seeking people who might be interested. We asked them to submit resumes and cover letters. After the application deadline ends on February 15th, we'll begin reviewing those. So, expecting that we're going to get applications from people from all walks of life to consider.

Board Member Hansen: Ok. Thanks.

Chair Summers: Now, generally in the past, it has been somebody...

Human Resources Director Fritz: Chair Summers, did you freeze? Vice Chair Sexton would you like to take over?

Vice Chair Sexton: I guess the Chair has left the building. I guess. So, I know she was asking a question there, but not really sure where she was going with that. Did you have any more Shelby?

Human Resources Director Fritz: That concludes my report this evening.

Vice Chair Sexton: Ok, do we have a Coordinator's report?

Wendy Hobson: I do not have a report this evening.

Vice Chair Sexton: Ok. HR Director's Report? Was that what you just gave? I guess I asked you if you had anything more. I guess there's no way to stall to see if the Chair gets back on here. So, do we have any comments by the public? Hearing none. Comments from the Board? Well, I'll just add that, you know, it's really unfortunate that this is the last meeting that, you know, with two exceptional Board Members and I doubt anyone besides us will ever see or hear this, but we will greatly miss them, and they will be very hard to replace. Anybody else have anything? I guess not. Board Member Hansen, do you have a motion?

Board Member Hansen: I would move to adjourn the meeting at this time.

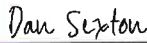

Vice Chair Sexton: Thank you very much. All in favor say, "Aye." None opposed. And with that, we'll see you next month.

Board Member Hansen: Ok.

Vice Chair Sexton: Goodnight

Meeting Adjourned: 5:19 PM

ATTEST:

DocuSigned by:

09A578F4AC564B7
Dan Sexton, Vice Chair
 4-4-22
Wendy Hobson, Coordinator

