



Tacoma Civil Service Board
Meeting Minutes

Date and Time: March 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. All board members were present.

Approval of February 3, 2022 minutes:

Board Member Sexton motioned to approve; Board Member Hansen seconded the motion.

Board Member Heller: Discussion?

Chair Summers: Ok. Discussion.

Board Member Heller: So, although I specifically asked for, and I know that you responded to me that the Board had excused my absence, it is not noted in the minutes. It just says that I'm absent. It does not say that it is a preplanned excused absence. So, that needs to be corrected.

Chair Summers: So, noted. If you'll make that correction. I believe that Dan did mention it and he also mentioned that we excused Board Member Andrews, as well. But if it didn't make it into the minutes, it will be now. Is there any other questions or conversation? Hearing none, a voice vote was taken.

VOICE VOTE: 3 AYES, 0 NAYS, 2 ABS. THE MINUTES OF FEBRUARY 3, 2022, WERE APPROVED WITH CORRECTIONS.

Communication for Information:

Chair Summers: Is there any this evening, Ms. Hobson?

Wendy Hobson: Yes, Chair Summers. We would like to coordinate with all of you to give you and Ellen, when the time comes, a proper send off. We will be communicating with you in the future if that's ok.

Chair Summers: Sure. Board Member Andrews, do you want to... (Board Member Andrews gives the OK sign). Ok... I like that. That works really well. Ok. Thank you for that, but I feel pretty sent off already. So, I'm really ok with that.

Actions on Matters Still Pending / New Business:

Chair Summers: Wendy, you're on mute.

Wendy Hobson: Chair Summers, we do have an item on the agenda this evening. It's a request for appeal...

Chair Summers: Uh, can you hold on just a moment? Is Jennifer here yet? (Human Resources Director Shelby Fritz shakes her head no) I would like to move past that and get to the other pieces of business until Jennifer arrives.

Wendy Hobson: Ok.

Chair Summers: Ok.

Considerations of Matters Set for Public Hearings:

Chair Summers: Back to you Ms. Hobson.

Wendy Hobson: None this evening.

Civil Service Coordinator Report:

Wendy Hobson: I do not have a report.

Human Resources Director Report

Chair Summers: Ms. Fritz.

Human Resource Director Fritz: No report this evening.

Chair Summers: Oh, my goodness, we're in big trouble now. Have we found Jennifer yet?

Board Member Sexton: Make something up.

Board Member Heller: Madam Chair?

Chair Summers: Board Member Heller.

Board Member Heller: I would like to move that the Board convene in person next month in April. That we find a location outside of City property since the City is being slow to return to people, in person, meetings. That the Board maybe meet at a park or a

park property or a County property or some other property for an open public meeting in person.

Board Member Sexton: Madam Chair?

Chair Summers: Board Member Sexton.

Board Member Sexton: I think that maybe this can be a friendly amendment, dependent on the actions of the City. If need be, we'll go somewhere else. If they, uh, if our regular Council Chamber is open, we should go there.

Board Member Hansen: Madam Chair?

Chair Summers: Board Member Hansen.

Board Member Hansen: Yeah, I would like to (inaudible) I'm not sure what Board Member Heller was saying about meeting in a park, but the only (inaudible) with meeting outside (inaudible) in a park, I'm not sure.

Board Member Heller: There are park properties that have buildings you can have a community meeting in. Such as the Oak at Madrona has a building where they have community neighborhood council meetings all the time. The neighborhood councils meet in a variety of other places that are – and these are all City of Tacoma subsidized neighborhood councils. So, they don't meet in City facilities. I certainly accept Dan's friendly amendment. My preference would be to meet in our normal place. But, if they're not going to open that up and provide that, then I think we should meet somewhere else. There are other places where we can meet.

Board Member Sexton: Second.

Chair Summers: Ok, so it's been moved and seconded that you meet in a public place for your next meeting in person. I will not be there, so I am going to leave that to the Board, the remaining Board, and Ms. Hobson to coordinate. Ok. There's been a motion and a second, a voice vote was taken.

VOICE VOTE: 4 AYES, 0 NAYS, 1 ABS.

Chair Summers: So, there is only one other matter before us and is there anybody from the City to present whether or not they feel we have jurisdiction this evening?

Wendy Hobson: Chair Summers, the City is not going to dispute jurisdiction, so, if the Board wishes to move forward, we can just schedule this for a hearing. But I think we probably shouldn't move any further until we have our City Attorney.

Chair Summers, Board Member Andrews and Board Member Sexton all speaking

Chair Summers: Board Member Heller and then Board Member Sexton. Board Member Heller?

Board Member Heller: So, I have a question. The materials I received... I received a blank appeals form. Was that in error or did he not fill out an appeals form?

Wendy Hobson: He completed the form. When you first open the form, it includes the... yes, you have to scroll down further, and he typed it. It's not handwritten. He also provided a supporting document, a word document that was a separate attachment, but it was included in your packets.

Board Member Heller: I did not receive the scroll down part. There is none of the information. I got the piece where he has his, um, he has his... what he's arguing. But I do not, did not receive anything about his name, mailing address, city, zip, home... you know, none of these boxes were filled out. The basis of the appeal was not checked, the rules violation was not checked. None, I got blank forms. So, this is what came in my mail. This is what was sent to me in my packet, I have no other information in here. So, I would say we should set this forward to next meeting and request that the board hold the timeline in abeyance and request that the form be filled out correctly and resubmitted to the Board.

Board Member Hansen: I did not get a copy of the form fill --- I mean, I have a blank form too. That's all I got.

Board Member Andrews: Uh? (raises hand)

Chair Summers: Board Member Andrews.

Board Member Andrews: (inaudible)

Board Member Heller: I agree Ellen, it's not signed, but it also doesn't give me the basis of the appeal, which is essential to deciding anything. It also doesn't give me what rules he believed are violated which is the essence of an appeal. He's appealing a rule violation and he's not telling us what rule is violated, how can we make any decision? So, rather, you know, no harm no foul, if we hold the timeframe in abeyance and say go back, fill this out and turn it in again, and then we will have something that we can make a decision on. Even on jurisdiction I don't see how we can make a decision when I don't know what he's appealing.

Chair Summers: Board Member Sexton?

Board Member Sexton: Yeah, um, Madam Chair could we have Ms. Hobson send this back to the employee and ask him to complete the information?

Chair Summers: We can. The Board is certainly able to do that and as I was reading through the information, again whether or not we have jurisdiction being as he filed this as an appeal, not a complaint but an appeal. He has to meet – he has to fill out that form and tell us what rule has been violated because as I read it, I didn't see a rule that was violated, but again, I won't be here. I'm leaving it in your confident hands, and I think that we should give him the opportunity to fill out the form and perhaps suggest

that, um, that if he can't find the personnel rule that he feels has been violated, he may want to continue this path as a complaint rather than an appeal. Um, and Wendy—I think we may have lost Wendy? Ms. Hobson. So, she's left you already. One or the other.

Wendy Hobson: No. I'm still here.

Chair Summers: Board Member Hansen?

Board Member Hansen: Uh, yeah, Chair Summers, I had the same concern. And then, I looked at a couple of things, because this individual is probably Pro Se, I think we do need to give him a little slack because he may not be – he's not familiar with legal proceedings. And I did, I did examine the -- or read the rules regarding testing and some of them are fairly broad, but some of them which would probably fit his complaints although I don't know the specific nature of his complaints. And I guess there was some confusion as to exactly what his complaints were. But I did notice that some of the rules and ordinances are fairly – have some fairly broad language in them so... anyways I just wanted to...

Board Member Sexton: Madam Chair?

Chair Summers: Board Member Sexton?

Board Member Sexton: I've got some real thoughts about this, you know, his appeal, but I think it's inappropriate for us to be discussing his appeal at this time. What would be appropriate for us would be to send it back to him and ask him to, you know, explain, perhaps we could explain to him what he's done wrong and get him to fill it out correctly and/or change it to a complaint.

Human Resources Director Shelby Fritz: Chair Summers?

Board Member Sexton: But it's inappropriate for us to discuss the details of his appeal.

Chair Summers: On the chat board, Jay Harris has said "I did complete the form and it was submitted with the original request. Thank you. I have a copy as it was originally confirmed by the email." So, we just need to see that, or the remaining Board needs to see that. So, he did complete the form and if, um, Ms. Hobson cannot find it, he has offered to email it. So...

Human Resources Director Shelby Fritz: Chair Summers?

Chair Summers: So, that's answered. Um, Board... eh, sorry... Human Resource Director Ms. Fritz?

Human Resources Director Shelby Fritz: So, I received the electronic version of the packet and the packet I have electronically includes a very thoroughly completed out form, or a completed form. So, I don't know if maybe we had a copier issue or

something, but I know you received the package electronically as well. I can tell you it for sure is in there.

Chair Summers: Ok.

Chair Summers, Board Member Heller, and Board Member Hansen all speaking

Chair Summers: Board Member Heller.

Board Member Heller: I would move that we would set this over to next month's meeting. As, even though he may have submitted it, I don't doubt that. I didn't receive it and I can't make a decision or when I don't know what any of this information is. So, I think we set it forward for next month.

Chair Summers: Board Member Heller has asked that this be set forward until next month and she's made that motion. Is there a second?

Board Member Sexton: Uh, sure.

Chair Summers: Ok. There is a second.

VOICE VOTE: 3 AYES, 0 NAYS, 1 ABS.

Chair Summers: So, that will be set over until next month and thank you Jay Harris for the chat because I would not have known had I not seen that message. Are there any other comments by the public? Are there any comments from the Board? This is fantastic. Um, hearing none... Um, Ellen while I have you here, I do want to thank you. You have been one of the best people to work with. You think outside the box. You ask questions that make me think. I am so proud to have served with you and I just want to thank you for all the time you've put into this Board. Yay!!!

Board Member Hansen: Madam Chair?

Chair Summers: Yes.

Board Member Hansen: I just would like to add to your comments and, you had so many insights that we did not have. And you were really able to add to our decision-making process in a really good way so that, you know, that we really had all the insights that we needed to make our decision. I really like your – the way you thought and your analysis of the problems. And you delve into the evidence and the issues and it was really a – you really made a significant contribution to the Board during your time on the Board. And we will miss you. So, thank you so much for your service.

Board Member Sexton: Madam Chair?

Chair Summers: Board Member Sexton.

Board Member Sexton: Uh, Board Member Hansen just said everything I wanted to say. Me too.

Board Member Andrews: Thank you. I haven't (inaudible)

Board Member Heller: I would also like to say, I knew all of these wonderful things about my former office mate coming in and I appreciate everything you brought to the table. We will miss you. Call me later and we'll have lunch sometime soon.

Chair Summers: Oh, I want in on that. I want in on that.

Board Member Sexton: Has anyone begged her to stay?

Chair Summers: I believe our Human Resources Director Ms. Fritz has done everything. Yes, I think she has been asked.

Director Fritz: Yes, she has definitely given us way more time that we deserve.

Board Member Andrews: (Inaudible)

Board Member Sexton: We can't hear

Chair Summers: We can't hear. Oh, ok. To a very kind and generous person, thank you so much. Hearing no other comments, I am going to adjourn us for the last time. Thank you all, for everything you have done. Thank you.

Meeting adjourned: 5:26PM

Attest:

DocuSigned by:

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Dan Sexton, Vice Chair


Wendy Hobson, Coordinator

