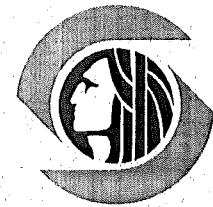


ARCHIVES GAZETTE



City of Seattle
Seattle Municipal Archives

Number 8 Fall 2001

Office of the City Clerk
Legislative Department

World Trade Organization Records

In January 2002, an index to the records created by the City Council World Trade Organization (WTO) Accountability Review Committee will be added to the Archives website. Split into three panels, the Committee reviewed the City's actions during the WTO Ministerial Conference in Seattle in November and December, 1999. The Committee panels focused on three topics: the WTO invitation, preparation and planning, and operations. Each panel prepared a final report which addressed accountability issues related to its topic and submitted recommendations to City Council.

In the process of preparing their reports, the committee panels collected a wide variety of documents. The WTO Accountability Review Committee staff cataloged each document and created an online database allowing researchers to search catalog records of the 13,500 documents collected during the nine-month investigation. Full text of the documents is not available in electronic form, but is available in the Archives. Included are correspondence, interviews, interview notes, transcripts, reports, and many other types of records.

The database is searchable by document type, name, index term or any word anywhere in the catalog record. There is also a link from the search page to a list of all of the interviews by the Accountability Review Committee. Interviews and transcripts are included in the collection.

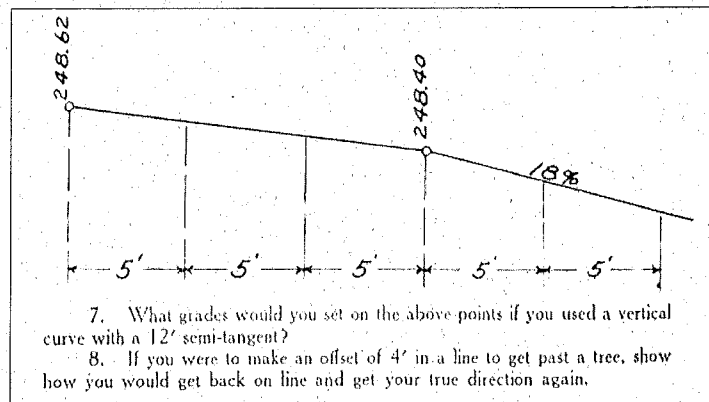
Annual Reports : Civil Service Commission

This *Gazette* looks at Civil Service Commission Annual Reports and is the second in a series of discussions about Annual Reports as a source for agency histories and changing perspectives on City issues.

The Civil Service Commission reports date from 1896 to the 1990s. Established in 1896, the Commission oversaw the Civil Service Department which administered the City's personnel system including Civil Service examinations, vacation and sick leave, grievances, and other issues.

In 1979, the City's personnel system was reorganized and a Personnel Department created independent of the Commission. The current Commission is comprised of three members and hears employee appeals relating to demotions, terminations, suspensions, and violations of personnel rules.

The Civil Service Commission reports are useful for research on the changing nature of the City work force, how job duties have changed, personnel issues, the development of the merit system, and the history of the Commission.



Civil Service Annual Report 1913, p.91, Engineering Department.
Examination Questions for Transitman.

The early reports include statistics on examinations given, results, examination questions, investigations, and lists of appointments. They also include organization charts for City departments and legal opinions of Corporation Counsel on individual personnel issues.

PARK DEPARTMENT.

PLAYGROUND INSTRUCTOR.

April 24, 1913

Subjects and Weights: Spelling 5; Composition 5; Penmanship 5; Mathematics 10; Practical Questions 40; Experience 35; Total 100.

PRACTICAL QUESTIONS.

- (a) Why do children play?
(b) What relationship is there between the play of animals and the play of man?
- Give the educational advantage of play and games.

Civil Service Annual Report 1913, p. 108, Park Department.
Examination Questions for Playground Instructor.

By the 1930s, the reports include less narrative. Reports in the 1950s and 1960s list names of examiners used, include photographs of examinations, as well as summary statistics on Civil Service employees and classifications. By 1970, the reports are much shorter.

From 1894 to 1942, Labor Commissioner reports are also included. The Labor Commissioner administered the Public Employment Office until 1942, when the Office was abolished. The Public Employment Office was established, in part, to combat the problems created by private employment agencies. The Commissioner reported that in its first nine months of existence, the Employment Office provided nearly 4,000 people with employment.

A separate Ladies Department served women. In 1910, the Commissioner reported women were deterred from using the Office because of two saloons located near the entrance and the absence of a "lady clerk" to whom "the women employers and workers can tell their troubles."

The early labor reports detail for both men and women how many requests were made by employers, list all occupations represented, and the cities from which the requests came. The largest number of requests for female help in 1894 was for "general housework girls" which outnumbered all other requests by more than 10 to 1. "Laborers" was the largest category for men; it outnumbered the next highest category, "wood cutters," by 3 to 1.

Other Labor Commissioner reports in the 1890s continued to include detailed information on types and numbers of positions filled, and also included observations on the increase of population due to the Yukon gold rush, and requests for railroad laborers and hop pickers. The Commissioner also commented on the nature of female employment and minority labor. In the 1899 report the Commissioner lamented the fact that women hired for domestic help did not stay in their positions.

"This is a condition with which we have to contend more in this new country than in the older cities, and may be partly explained from the fact that a restlessness and desire for a change pervades the atmosphere of the west: but the fault does not rest altogether with the girls."

The Civil Service Annual Reports can be used in conjunction with the Comptroller or Clerk Files, the Commission Minutes, the Civil Service Classification study, and other records to gain a broader perspective on the history of the Commission and City personnel issues.

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<http://www.ci.seattle.wa.us/seattle/leg/clerk/archhome.htm>

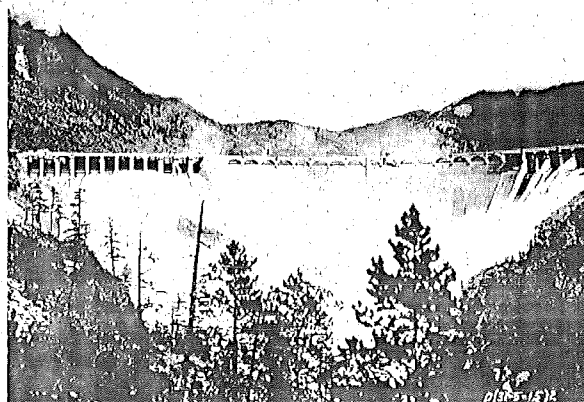
Use of Primary Sources in Middle School Classrooms

Archives staff worked with teachers and a librarian from two Seattle middle schools over the summer and in the early fall to initiate discussions of how to introduce primary sources into the curriculum. Discussions included what primary sources existed at the Seattle Municipal Archives and how to use them, as well as how to introduce primary sources to middle school students. Much of the discussions focused on how the topics of interest to students overlapped with the sources available in the Archives. Asa Mercer and Eckstein eighth-grade history/social studies teachers and other staff discussed ways to incorporate documents on the history of Seattle into eighth-grade Washington State history projects and other school activities, such as debate. Asa Mercer teachers followed up with a visit to the archives to research public art in Seattle parks. Other topics discussed included the Great Fire of 1889, and the Chinese in 19th-century Seattle. The staff looks forward to further collaboration, with these and other schools.

Photographs Added to Online Database

Close to 500 additional images documenting construction of Diablo Dam on the Skagit River were added to the online database over the summer. Directed field experience student Ilene Jaffe sorted, cataloged, described, and scanned negatives and prints of City Light images, dating primarily from 1928 to 1932. Volunteer Richard Wilkins is adding additional description to the images in order to make it easier to distinguish between various stages of construction of the dam and railroad.

Search for Diablo Dam photographs on the website: <http://clerk.ci.seattle.wa.us/~public/phot1.htm>



Item 45219, Diablo Dam, May 15, 1931.