

Civil Service Commissions

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Department Overview

The **Civil Service Commissions (CIV)** is the administrative entity serving both the Civil Service Commission and the Public Safety Civil Service Commission, quasi-judicial bodies charged with providing fair and impartial hearings of alleged violations of the City's personnel rules. Each Commission is governed by a separate three-member board, with one member appointed by the Mayor, one appointed by the City Council, and one elected by, and representing, employees. The term of each commissioner is three years.

The **Civil Service Commission (CSC)** provides fair and impartial hearings of alleged violations of the City's personnel rules. Employees may file appeals with the CSC regarding all final disciplinary actions and alleged violations of the Personnel Ordinance, as well as related rules and policies. The CSC may issue orders to remedy violations and may also make recommendations to the Mayor and City Council regarding the administration of the personnel system.

In addition, the CSC investigates allegations of political patronage to ensure the City's hiring practices are established and carried out in accordance with the merit principles set forth in the City Charter. The CSC conducts public hearings on personnel related issues and may propose changes to Personnel rules, policies, and laws to the Mayor and City Council.

The purpose of the **Public Safety Civil Service Commission (PSCSC)** is to implement, administer, and direct a civil service system for sworn personnel of the Seattle Police Department and uniformed personnel of the Seattle Fire Department. The PSCSC provides sworn police and uniformed fire employees with a quasi-judicial process for hearings on appeals concerning disciplinary actions, examination and testing, and other related issues.

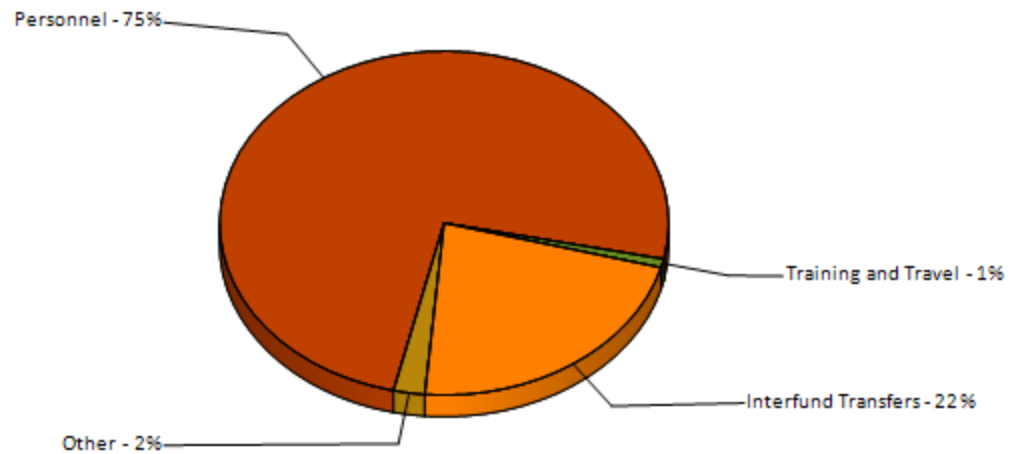
Budget Snapshot

Department Support	2013 Actual	2014 Adopted	2015 Adopted	2016 Endorsed
General Fund Support	\$319,049	\$379,974	\$518,133	\$519,606
Total Operations	\$319,049	\$379,974	\$518,133	\$519,606
Total Appropriations	\$319,049	\$379,974	\$518,133	\$519,606
Full-time Equivalent Total*	2.60	2.60	2.60	2.60

* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here.

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2015 Adopted Budget - Expenditure by Category



Budget Overview

The 2015 Adopted and 2016 Endorsed Budget makes only minor technical changes to the Civil Service Commissions department.

City Council Changes to the Proposed Budget

The Council made no changes to the 2015-2016 Proposed Budget.

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Incremental Budget Changes

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	2015		2016	
	Budget	FTE	Budget	FTE
Total 2014 Adopted Budget	\$ 379,974	2.60	\$ 379,974	2.60
Baseline Changes				
Citywide Adjustments for Standard Cost Changes	\$ 115,782	0.00	\$ 117,649	0.00
Proposed Technical Changes				
Final Citywide Adjustments for Standard Cost Changes	\$ 22,377	0.00	\$ 21,983	0.00
Total Incremental Changes	\$ 138,159	0.00	\$ 139,632	0.00
2015 Adopted/2016 Endorsed Budget	\$ 518,133	2.60	\$ 519,606	2.60

Descriptions of Incremental Budget Changes

Baseline Changes

Citywide Adjustments for Standard Cost Changes - \$115,782

Citywide technical adjustments made in the "Baseline Phase" reflect changes due to inflation, central cost allocations, retirement, healthcare, workers' compensation, and unemployment costs. This adjustment also reflects movement of funding from Finance General to pay for costs allocated by Department of Information Technology and Finance & Administrative Services. These costs were previously paid directly by Finance General on the department's behalf. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

Proposed Technical Changes

Final Citywide Adjustments for Standard Cost Changes - \$22,377

Citywide technical adjustments made in the "Proposed Phase" reflect changes due to inflation, central cost allocation, retirement, healthcare, workers' compensation, and unemployment costs. These adjustments reflect updates to preliminary cost assumptions established in the "Baseline Phase."

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Expenditure Overview

Appropriations	Summit Code	2013 Actual	2014 Adopted	2015 Adopted	2016 Endorsed
Civil Service Commissions Budget Control Level	V1CIV	319,049	379,974	518,133	519,606
Department Total		319,049	379,974	518,133	519,606

Department Full-time Equivalents Total*	2.60	2.60	2.60	2.60
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Appropriations By Budget Control Level (BCL) and Program

Civil Service Commissions Budget Control Level

The purpose of the Civil Service Commissions Budget Control Level is to provide administrative support to the Public Safety Civil Service Commission (PSCSC) and the Civil Service Commission (CSC). The PSCSC provides sworn police and uniformed fire employees with a quasi-judicial process for hearings on appeals concerning disciplinary actions, examination and testing, and other related issues. The CSC directs the civil service system for all other employees of the City. It investigates allegations of political patronage so the City's hiring process conforms to the merit system set forth in the City Charter. These commissions will at times improve the City personnel system by developing legislation for the Mayor and City Council.

Program Expenditures	2013 Actual	2014 Adopted	2015 Adopted	2016 Endorsed
Civil Service Commissions	319,049	379,974	518,133	519,606
Total	319,049	379,974	518,133	519,606
Full-time Equivalents Total*	2.60	2.60	2.60	2.60

* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here.