



SEATTLE CITY COUNCIL

Governance and Education Committee

Agenda

Tuesday, May 11, 2021

2:00 PM

Remote Meeting. Call 253-215-8782; Meeting ID: 586 416 9164; or
Seattle Channel online.

M. Lorena González, Chair
Debora Juarez, Vice-Chair
Teresa Mosqueda, Member
Kshama Sawant, Member
Dan Strauss, Member
Andrew J. Lewis, Alternate

Chair Info: 206-684-8809; Lorena.González@seattle.gov

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Remote Meeting. Call 253-215-8782; Meeting ID: 586 416 9164; or Seattle Channel online.

Committee Website:

<http://www.seattle.gov/council/committees/governance-and-education>

This meeting also constitutes a meeting of the City Council, provided that the meeting shall be conducted as a committee meeting under the Council Rules and Procedures, and Council action shall be limited to committee business.

In-person attendance is currently prohibited per Washington State Governor's Proclamation 20-28.15, until the COVID-19 State of Emergency is terminated or Proclamation 20-28 is rescinded by the Governor or State legislature. Meeting participation is limited to access by telephone conference line and online by the Seattle Channel.

Register online to speak during the Public Comment period at the 2:00 p.m. Governance and Education Committee meeting at <http://www.seattle.gov/council/committees/public-comment>.

Online registration to speak at the Governance and Education Committee meeting will begin two hours before the 2:00 p.m. meeting start time, and registration will end at the conclusion of the Public Comment period during the meeting. Speakers must be registered in order to be recognized by the Chair.

Submit written comments to Councilmember Lorena Gonzalez at Lorena.Gonzalez@seattle.gov

Sign-up to provide Public Comment at the meeting at <http://www.seattle.gov/council/committees/public-comment>

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Please Note: Times listed are estimated

A. Call To Order

B. Approval of the Agenda

C. Public Comment

D. Items of Business

1. [CB 120066](#) **AN ORDINANCE relating to City employment, commonly referred to as the First Quarter 2021 Employment Ordinance; returning positions to the civil service system; adjusting the pay zone structures for 2021 for titles in the City’s discretionary pay programs; and amending Section 4.13.010 of the Seattle Municipal Code.**

Supporting Documents: [Summary and Fiscal Note](#)
[Central Staff Memo](#)

Briefing, Discussion, and Possible Vote (30 minutes)

Presenters: Sarah Butler, Lisa Gardner, and Alaina Goodman, Seattle Department of Human Resources (SDHR); Karina Bull, Council Central Staff

2. **Childcare Access: Challenges and Strategies for Home-based and Center-based Childcare Facilities**

Supporting Documents: [City of Seattle Childcare Facilities Presentation](#)

Briefing and Discussion (45 minutes)

Presenters: Casey Thoreen, Haggard Childcare Resources; Nicole Traore, Childcare Resources; Kathy Green, Childcare Provider; Cameron Clark, Department of Education and Early Learning (DEEL); Dan Burton and Ken Astrein, Human Services Department; Gordon Clowers and Bradley Wilburn, Seattle Department of Construction and Inspections; Brian Goodnight, Council Central Staff

3. **Strategies for Expanding Access to Childcare: 2019 Council Budget Actions**

Supporting Documents: [Childcare Council Budget Action Report by DEEL - April 2021](#)

Briefing and Discussion (30 minutes)

Presenters: Dwane Chappelle, Director, Monica Liang-AGuirre, and Cameron Clark, Department of Education and Early Learning (DEEL)

E. Adjournment



Legislation Text

File #: CB 120066, Version: 1

CITY OF SEATTLE

ORDINANCE _____

COUNCIL BILL _____

AN ORDINANCE relating to City employment, commonly referred to as the First Quarter 2021 Employment Ordinance; returning positions to the civil service system; adjusting the pay zone structures for 2021 for titles in the City's discretionary pay programs; and amending Section 4.13.010 of the Seattle Municipal Code.

BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:

Section 1. Returning six positions from exempt to non-exempt Civil Service status. As recommended by the Seattle Human Resources Director in the Classification Determination Report specified, the following positions are returned to Civil Service:

- 1 vacant position (10005105) in Community Police Commission, Administrative Staff Assistant (Report #20-17911)
- 1 vacant position (10005361) in Community Police Commission, Planning and Development Specialist II (Report #20-17800)
- 1 filled position (10005342) in Seattle Department of Human Resources, Personnel Analyst, Senior (Report #20-17974)
- 1 vacant position (10005851) in Human Services Department, Manager 3, Human Services (Report #18002)
- 1 vacant position (00011966) in Seattle Public Utilities, Station Maintenance Machinist (Report #20-17966)
- 1 filled position (00011402) in Municipal Courts, Manager 1, CL&PS, (Report #18-16680)

Section 2. Adjusting the pay bands of two titles in the Legislative Department and an associated title in the City Auditor’s Office. The pay bands for the following titles shall be adjusted as shown below. The rates for 2021 shall be effective January 6, 2021.

Legislative Titles	2020 Pay Band Rates	2021 Pay Band Rates
Manager-Legislative	\$41.01 - \$73.38	\$42.20 - \$75.51
Strategic Advisor-Audit	\$41.01 - \$73.38	\$42.20 - \$75.51
Strategic Advisor-Legislative	\$41.01 - \$73.38	\$42.20 - \$75.51

Section 3. Section 4.13.010 of the Seattle Municipal Code, last amended by Ordinance 125740, is amended as follows:

4.13.010 Exemptions from the Civil Service and Public Safety Civil Service Systems

* * *

Employment Unit	Titles of Exempt Positions	
* * *		
22.	Seattle Department	Executive Assistant, Senior (PosNo. 00025346)
* * *		
26.	Transportation	Executive Assistant (PosNo. 00007689)
		((Administrative Specialist III)) Executive Assistant, Senior (PosNo. 00007744)
		Paralegal, Senior (PosNo. 10003513)
* * *		

Section 4. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by

Seattle Municipal Code Section 1.04.020.

Passed by the City Council the _____ day of _____, 2021, and signed by
me in open session in authentication of its passage this _____ day of _____, 2021.

President _____ of the City Council

Approved / returned unsigned / vetoed this _____ day of _____, 2021.

Jenny A. Durkan, Mayor

Filed by me this _____ day of _____, 2021.

Monica Martinez Simmons, City Clerk

(Seal)

SUMMARY and FISCAL NOTE*

Department:	Dept. Contact/Phone:	CBO Contact/Phone:
Seattle Department of Human Resources	Amanda Grumbach/ 206-684-3068	Arushi Kumar/206-684-0025 Joe Russell/206-684-8546

** Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.*

1. BILL SUMMARY

Legislation Title: AN ORDINANCE relating to City employment, commonly referred to as the First Quarter 2021 Employment Ordinance; returning positions to the civil service system; adjusting the pay zone structures for 2021 for titles in the City’s discretionary pay programs; and amending Section 4.13.010 of the Seattle Municipal Code.

Summary and background of the Legislation: If passed, this legislation:

- a. Returns six positions to the civil service system. As a result of a classification review and determination, these positions no longer meet the exemption criteria.
- b. Adjusts the pay band of two titles in the Legislative Department and an associated title in the City Auditor’s Office. The adjustment would increase the pay bands of these titles to include the 2.9% Adjusted Wage Increase (AWI) for 2021 that was approved in the 2021 Adopted Budget.
- c. Amends Seattle Municipal Code (SMC) Section 4.13.010. This section of the SMC is updated to reflect a reclassification change from Administrative Specialist III to Executive Assistant, and Executive Assistant to Executive Assistant, Senior. There was no change to the civil service status for these positions.

2. SUMMARY OF FINANCIAL IMPLICATIONS

Does this legislation amend the Adopted Budget? ___ Yes ___X___ No

Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?

There are not costs associated with designating the civil service status of any position or adjusting a job title’s pay band. Costs associated with changes to civil service status or job title pay bands will be absorbed by departments’ existing budget authority and do not require appropriation of new funds.

Is there financial cost or other impacts of *not* implementing the legislation?

This legislation is needed to appropriately designate civil service status and adjust job title pay bands, which can have personnel implications.

3. OTHER IMPLICATIONS

- a. **Does this legislation affect any departments besides the originating department?**
This legislation affects the Legislative Department, Seattle Department of Transportation, Seattle Public Utilities, Community Police Commission, Human Services Department, Municipal Courts, and the Seattle Department of Human Resources.
- b. **Is a public hearing required for this legislation?** No.
- c. **Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?** No.
- d. **Does this legislation affect a piece of property?** No.
- e. **Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities? What is the Language Access plan for any communications to the public?** N/A
- f. **Climate Change Implications**
1. **Emissions: Is this legislation likely to increase or decrease carbon emissions in a material way?** No impact.
 2. **Resiliency: Will the action(s) proposed by this legislation increase or decrease Seattle's resiliency (or ability to adapt) to climate change in a material way? If so, explain. If it is likely to decrease resiliency in a material way, describe what will or could be done to mitigate the effects.** No impact.
- g. **If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).** N/A

List attachments/exhibits below: None.

May 7, 2021

MEMORANDUM

To: Seattle City Council
From: Karina Bull, Analyst
Subject: Council Bill 120066: First Quarter Employment Ordinance

On May 11, 2021, the Governance and Education Committee will discuss and may vote on Council Bill (CB) 120066, the First Quarter Employment Ordinance. This memo summarizes the background and content of the legislation.

Summary

This legislation would (1) return six positions to the civil service system, (2) adjust the pay bands for three job titles, and (3) amend Seattle Municipal Code (SMC) 4.13.010 to reclassify two exempt positions. Central Staff has not identified issues or concerns with this legislation.

A. Return six positions to the civil service system

The Seattle Department of Human Resources (SDHR) Director has determined that the work performed by six positions no longer meets the criteria for civil service exemption and recommends returning the positions to civil service. See Table 1 for a list of these positions.

Table 1: Six positions that would return to civil service

	Job Classification	Department	Vacancy Status
1	Administrative Staff Assistant	Community Police Commission	Vacant
2	Planning & Development Specialist II	Community Police Commission	Vacant
3	Personnel Analyst, Senior	Seattle Department of Human Resources	Filled
4	Manager 3	Human Services Department	Vacant
5	Station Maintenance Machinist	Seattle Public Utilities	Vacant
6	Manager 1	Municipal Courts	Filled

Under the [City of Seattle \(City\) Charter Article XVI, Section 3](#), the civil service system provides public employees with job protections such as merit-based hiring and promotions, probationary periods of employment, opportunity for employees to correct performance issues, and “for cause” termination (*i.e.*, termination based only on unsatisfactory job performance). Employees exempt from the civil service system do not serve a probationary

period and are subject to “at will employment” (i.e., employment that may be terminated at any time for any reason not prohibited by law).

The Charter requires civil service classification for all City employees except for elected officials, heads of departments, specified appointive offices, assistant City Attorneys, members of boards and commissions, and additional positions exempted by legislation approved by two-thirds vote of the Council. In total, about 90 percent of City positions are civil service classified.

Under [Personnel Rule 2.2](#), the SDHR Director may transmit legislation to Council that recommends returning a position to civil service or exempting the position from civil service. Council also has authority to introduce legislation on civil service classification.

B. Adjust the pay bands of three job titles

This legislation would adjust the pay bands of two job titles in the Legislative Department and an associated title in the City Auditor’s Office to include the 2.9% Adjusted Wage Increase (AWI) for 2021 that was approved in the 2021 Adopted Budget. The rates for 2021 would be effective January 2, 2021. See Table 2 for details on these job titles.

Table 2: Job titles that would have adjusted pay bands

Job Titles	2021 Pay Band Status Quo	2021 Pay Band With CB 120066
Manager-Legislative	\$41.01 - \$73.38	\$42.20 - \$75.51
Strategic Advisor-Audit	\$41.01 - \$73.38	\$42.20 - \$75.51
Strategic Advisor-Legislative	\$41.01 - \$73.38	\$42.20 - \$75.51

C. Amend SMC 4.13.010 to reclassify two exempt positions

This legislation would reclassify two positions that are already exempted from civil service. See Table 3 for details on these reclassifications.

Table 3: Positions that would be reclassified

Department	Existing Job Title	Reclassified Job Title
Seattle Department of Human Resources	Executive Assistant	Executive Assistant, Senior
Seattle Department of Transportation	Administrative Specialist III	Executive Assistant, Senior

Financial Impacts

There would be no direct costs associated with these employment actions. Any costs that might be associated with an incumbent's change in civil service status, pay band, or job classification would be absorbed by the department's existing budget authority and would not require appropriation of new funds.

Please contact me if you have questions about this proposed legislation.

cc: Dan Eder, Interim Director
Aly Pennucci, Policy and Budget Manager



Legislation Text

File #: Inf 1810, **Version:** 1

Early Learning and Child Care Facilities Overview

City of Seattle Departments: DEEL, HSD, & SDCI

Presentation to the Governance & Education Committee

May 11, 2021

Child Care in the Spotlight

Child Care, and facility development, is receiving attention at different levels of governments:

- Federal proposals/legislation (ARP, AJP and AFP)
- State legislation (Fair Start for Kids Act)
- County Best Starts for Kids (BSK) Renewal

Department of Education and Early Learning (DEEL)

Seattle Preschool Program Provider Facilities Program

Seattle Preschool Program Provider Facilities Program

- DEEL first received capital funding for preschool facilities as part of the 2014 Seattle Preschool Program levy (\$8.5 million) – recapitalized in the current FEPP Levy
- DEEL uses the funding in three ways, all solely to support the expansion of the Seattle Preschool Program (serving 3-and-4-year olds)
 - Pre-Development Services Program - provides a technical assistance pool of architects to support our providers in the funding and project process
 - SPP Provider Facilities Fund RFI - Annual funding process that for eligible center and FCC providers
 - Direct Investment- direct funds to develop partners such as SPR (community center initiative) and LIHI (Fire Station 39)
- Since 2017, DEEL has invested approximately \$8.4 million in more than 30 projects, dedicating approximately 600 new licensed slots to SPP.

Challenges and Opportunities

Challenges

- Flexibility: DEEL funds are strictly tied to preschools and participation in the Seattle Preschool Program
- Provider Capacity: Complex funding and regulatory environment for early learning providers to complete projects
- Planning: Difficult to retrofit/renovate sites not originally designed for early learning programming
- Access: Equity issues on who benefits from the funding

Opportunities

- New funding partners: Since DEEL has started investing in early learning facilities, the State has started a facilities fund and PSTAA/County will also have a facilities fund.
- Collaboration: With increased interest and resources, opportunity for funders to streamline funding opportunities and requirements
- Capacity: Funders can strategize how to build development infrastructure to support providers looking to expand.

Department of Human Services (HSD)

Community Facilities / Child Care Bonus Programs

Brief History/Overview

- Community Facilities – city’s capital funding program to help develop social service facilities, and home to Child Care Bonus Program (CCB)
- Child Care Bonus – land use code mitigation program/fund
- City CCB Partners – O/H, SDCI, DEEL, OPCD, Law
- CCB Priorities – Home & Hope, serving underserved, TOD’s
- CCB Program Accomplishments – 12 centers completed, in development or awarded funds

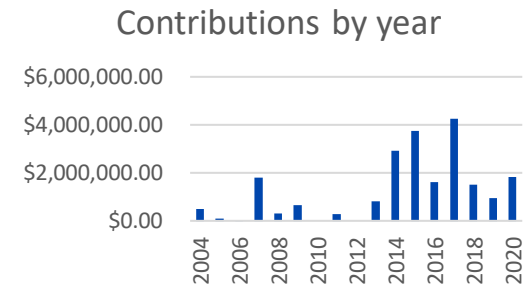
Challenges/Opportunities

- Challenges

- CCB revenue is unpredictable.
- Use is restricted by geography and type.
- High cost of development - \$3M-\$6M/new center. Lack of access to private financing requires public intervention.
- Long timeline from award to final payment/opening of center.

- Opportunities

- HSD is aware of approximately 15 centers in early- to mid-planning stages.
- Investment in pre-development for communities with historical barriers to capital will result in more childcare options in those communities.
- System-wide collaboration to build funding model.



Department of Construction and Inspections (SDCI)

Permitting and Code Requirements

2020 “Childcare for All” legislation eased Code requirements

- Made childcare use “permitted outright” in more zones – a simpler review
- Deleted a “dispersion” distance: 600 feet between institutions in single-family & multi-family zones
- Childcare space does not count against floor area limits in certain zones (multi-family, Seattle Mixed)
- Removed a size limit in more localized Neigh. Commercial 1, 2 zones (10,000 and 25,000 sq. ft.)
- Can put childcare use in accessory structures
- Removed a student limit on home-based childcare - but the State limit of 12 children remains

Current Challenges/Opportunities

Challenges

- Public still may be concerned about noise, traffic from childcare next door
- Still are minimum parking requirements in many residential zones; can reduce with extra analysis
- State law still has a 12-student limit on home-based childcare

Opportunities

- More properties are eligible to host childcare due to removed code barriers
- Easier and faster City permitting path
- Can fit within neighborhoods closer to families: more convenient

Conclusions

- There is both ongoing work and new opportunities on the horizon for the development of child care facilities
- There are some limitations to the current City resources
- Coordination, alignment, and an intentional focus on technical assistance will be crucial to maximize impact



Legislation Text

File #: Inf 1811, **Version:** 1

Department of Education and Early Learning

Child Care Council Budget Actions

Presentation to the Governance & Education Committee

May 11, 2021

Agenda

- Summary of the Council Budget Actions (CBAs)
- Overview of CCAP
- Research process
- Defining the barriers
- Current policy landscape
- Approach and highlighted recommendations

CCAP and City Child Care

The Child Care Assistance Program (CCAP) was created in the early 1970s as part of Model Cities federal funding initiative intended to eradicate poverty.

SEATTLE

- 330 center-based/school-age licensed providers and 380 licensed family child care homes
- Unknown number of non-licensed settings (including FFN)

CCAP

- Between 2018 and 2020, CCAP served an average of 725 children a year.
- 84% of children utilizing CCAP subsidies are ages 3-12 (46% preschool age and 39% school age)
- 84% of families identify as BIPOC (42% identifying as Black, African American, or Other African).
- Since 2010, infants and toddlers made up approximately 10-20% of the CCAP program

Overview of Child Care Budget Actions

- DEEL received two Council Budget Actions (CBAs) and one Statement of Legislative Intent (SLI) in the 2019 budget cycle.
- The SLI, which focuses on labor harmony, is concluding and slated to be delivered to Council in 2021.
- Work on the CBAs were paused due to COVID-19 but resumed in summer 2020.

Two related CBAs



DEEL-3-A-2

“Explore strategies for increasing access to infant care through CCAP or other City programs, including an evaluation of whether the subsidy amounts for families with infants can be increased, and whether a lack of access to diapers is a barrier to families using child care services.”



OSE-2-D-1

“Evaluate how the City can facilitate connecting families with childcare providers and develop strategies and models based on best, promising, or emerging practices to address the lack of affordable and accessible childcare for infant and toddler care (0-3 years of age) from other jurisdictions.”

Research Timeline



Research Partners

Education Counsel and Start Early (Washington DC)

- Improving Seattle's System of Support for Infants and Toddlers
- Case Studies
- Literature Review

Dr. Sharon Knight - Culturally Responsive Education Services (Seattle)

- Community Outreach Project for CCAP

Barriers

Family barriers:

- Lack of Access
- Prohibitive Child Care Costs
- Rising Cost of Living
- Knowledge of CCAP

Provider barriers:

- Challenging Business Model
- Inequitable Workforce Compensation
- Complex Operating Environment

System barriers:

- Collaboration
- Stakeholder engagement

Child Care Policy Landscape

*American Rescue Plan
American Jobs Plan
American Families Plan*

Federal

State

Fair Start for Kids Act

Best Starts for Kids

County

City

CCAP Expansion

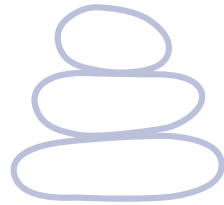
Approach and Highlighted Recommendations

2021 and 2022

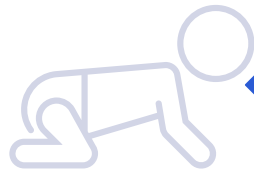


Guiding Values

These guiding values are the lens through which we view research and engage in decision-making around Child Care.



Lead with anti-racism to dismantle institutionally racist practices



Center unique issues of infant and toddler care



Work alongside partners in shifting policy environment

Outcomes

1. **DEMAND:** Increase participation in CCAP among eligible Seattle families with infants and toddlers
2. **SUSTAINABILITY:** Strengthen CCAP provider business sustainability
3. **QUALITY:** Strengthen CCAP child care quality
4. **SYSTEMIC ALIGNMENT:** Contribute to a more aligned, equitable and affordable regional child care system
5. **SUPPLY:** Increase the supply of infant and toddler slots in Seattle

Phased Approach

Phase 1:

2021 Recommendations

- Implement identified 2021 recommendations in conjunction with State subsidy modifications.
- Monitor federal, state and county child care initiatives
- Review impact and uptake on City child care programs



Phase 2:

Assess Regional, State and Federal Landscape

- In 2021 and 2022, review and assess intended impacts on Seattle families from federal, state and regional child care proposals



Phase 3:

Recommendations for 2022 and Beyond

- Revise identified 2022 recommendations based on Phase 2 review
- Implement and engage in budget process (as needed)

Policy Actions - Summer 2021

CCAP Modifications

- Expand family eligibility:** Expand eligibility to parents earning master's degrees, actively searching for jobs, and those unable to work due to disability
- Voucher modifications:** Restructure and simplify how voucher amounts are calculated and paid to benefit providers and families
- Expand provider eligibility:** Recruit and contract with CCAP providers outside but immediately adjacent to city limits (e.g., White Center, Skyway) to expand available slots and increase access

Prepare for a New Approach: Summer 2021

- ❑ **Develop a cost-of-care framework:** Identify the true cost of subsidized slots that would replace our current market rate surveys for setting subsidy rates. This is a necessary first step to truly impact affordability for providers and families (particularly for infant and toddler slots).
- ❑ **Analyze policy landscape:** Closely analyze and review the policy landscape (Fair Start for Kids passage, BSK ballot measure, federal bills) will set the stage for proposing an additional set of recommendations.

Future Consideration Beyond 2021

Outcome	Policies of Interest for Further Exploration
DEMAND	<ul style="list-style-type: none"> • Pilot slot-based contracts with CCAP providers • Cap family copayments based on family income • Strengthen culturally responsive outreach • Develop a long-term Family, Friend and Neighbor (FFN) City strategy
BUSINESS SUSTAINABILITY	<ul style="list-style-type: none"> • Strengthen CCAP provider incentive model • Adjust subsidies to better align with true costs of care
QUALITY	<ul style="list-style-type: none"> • Strengthen professional development supports for CCAP
SYSTEMIC ALIGNMENT	<ul style="list-style-type: none"> • Change <u>eligibility calculation</u> to use area median income • Partner and align with Best Starts for Kids • Establish a working group (OH, OPCD, DEEL) • Establish a city and business child care task force
SUPPLY	<ul style="list-style-type: none"> • Establish a child care facility fund specific for Infant/Toddler facilities • Predevelopment program to all CCAP providers • Pilot a public/private subsidy model that contracts with intermediary organizations



Questions and Discussion
