

CITY OF SEATTLE



EXECUTIVE DIRECTOR
Civil Service Commissions

Confirmation Packet
January 24, 2023

Andrea Scheele (Morgan)



City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Andrea Scheele (Morgan)</i>		
Board/Commission Name: <i>Civil Service Commission, Public Safety Civil Service Commission</i>		Position Title: <i>Executive Director</i>
<input type="checkbox"/> Appointment OR <input checked="" type="checkbox"/> Reappointment		Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input type="checkbox"/> Council <input type="checkbox"/> Mayor <input checked="" type="checkbox"/> Other: <i>Civil Service Commission (CSC), Public Safety Civil Service Commission (PSCSC) Org: (CIV)</i>	Date Appointed: <i>1/03/2023</i>	Term of Position: * <i>1/22/2023 to 1/21/2026</i> <input type="checkbox"/> Serving remaining term of a vacant position
Residential Neighborhood: <i>N/A</i>	Zip Code: <i>N/A</i>	Contact Phone No.: <i>[REDACTED]</i>
Background: <p><i>This is the reappointment of Andrea Scheele (Morgan) to the position of Executive Director of the Civil Service Commissions. Andrea is an experienced attorney, human resources professional and people manager who leads with her core values of compassion, integrity, and equity. She has served since October 2019 as the Executive Director of the Civil Service Commissions.</i></p> <p><i>Ms. Scheele Morgan's combination of knowledge and experience continues to drive the important work of the Civil Service and Public Safety Civil Service Commissions. Through her service as the Director of the Commissions, Andrea continues to demonstrate a commitment to embed equity into her work at every level, serve as a collaborative partner, and provide thoughtful and authoritative counsel.</i></p> <p><i>On behalf of the commissions and staff, we commend Ms. Scheele Morgan on providing outstanding service and dedication to the work of the Civil Service Commission and Public Safety Civil Service Commission and recommend her reappointment by the Seattle City Council.</i></p>		
Authorizing Signature (original signature): <i>Mary Wideman-Williams</i>	Appointing Signatory: <i>Mary Wideman-Williams</i> <i>Commission Chair, CSC</i>	
Authorizing Signature (original signature): <i>Stacy Connole</i>	Appointing Signatory: <i>Stacy Connole</i> <i>Commission Chair, PSCSC</i>	

*Term begin and end date is fixed and tied to the position and not appointment date.

Andrea Scheele [Morgan] WSBA #36773

CAREER EXPERIENCE AND HIGHLIGHTS

City of Seattle (2014-Present)

Executive Director, Civil Service Commission and Public Safety Civil Service Commission, 2019-Present

As sole executive officer and appointing authority for CIV department, ensure compliant and effective operation of Seattle's civil service employment systems. Engage with employees, departments, unions, and elected officials to ensure that rights and processes are known and consistently applied. Conduct outreach and education. Oversee and direct all public safety civil service exams, including entry-level and promotional exams for Fire and Police departments. Support the commissions in hearing appeals of disciplinary actions and alleged violations of civil service laws/rules.

Human Resources Manager, 2018-2019

Advised and developed policy related to employment and labor practices for a diverse and unionized workforce. Fostered collaboration between leadership, employees, and labor partners to improve culture and ensure consistent HR practices. Supervised five-person employee and labor relations team. Conducted sensitive and high-level investigations. Engaged frequently with union representatives to address collective bargaining issues. Public disclosure officer for HR division.

Assistant City Attorney, 2014 –2018

Represented municipal client in jury trials, labor arbitrations, and administrative proceedings. Advised on investigations, employee discipline, discrimination, CBA interpretation and application, accommodation, federal, state and local leave laws, and wage and hour. Partnered with labor unions and City clients to achieve mutual goals. Invited to Mayor's Anti-Harassment and Discrimination Interdepartmental Team, leading to establishment of Seattle's Office of the Employee Ombud, and centralized HR investigations unit.

Teller & Associates, PLLC, Seattle, Washington

Attorney, 2006 –2014

Law Office of Gregory Murphy, P.S., Tacoma, Washington

Attorney, 2005 –2006

As a plaintiff's employment litigator, represented individuals in state and federal employment-related matters, including sex/age/race/religious/disability discrimination, administrative matters, professional services contract negotiations, non-compete, severance and separation agreements. Advised on wage and hour issues, disability accommodation, separation and severance negotiations and whistleblower matters.

EDUCATION

Seattle University School of Law Juris Doctor

University of Washington Bachelor of Arts, Anthropology

BAR ADMISSIONS Washington State; U.S. District Court Western District of Washington

PROFESSIONAL AND COMMUNITY ACTIVITIES

Washington State Association of Municipal Attorneys Member 2014-2018

Mother Attorneys Mentoring Association of Seattle Member 2011-present

Washington Employment Lawyers Association Member 2005-2014

Unemployment Law Project Board Member 2006 – 2016

King County Neighborhood Legal Clinic Volunteer 2005 – 2011

PUBLICATIONS

- [Litigating the Sexual Harassment Case](#), 3rd Ed., ABA Publication, 2009. Chapter Coauthor: "Mitigation of Damages in Sexual Harassment Cases."
- "Technology-Use Rights of the Non-Union Employee." Coauthor, ABA Section of Labor and Employment Law, March 2006 National Conference on Equal Employment Opportunity Law.



City of Seattle

CIVIL SERVICE COMMISSIONS

The Civil Service Commission

Commission Chair Mary Wideman-Williams

Commissioner Evan Chinn

Commissioner Joshua Werner

Public Safety Civil Service Commission

Commission Chair Stacy Connole

Commissioner Dorothy Leggett

Commissioner Joel A. Nark

Staff

Andrea Scheele, Executive Director

Teresa Jacobs, Executive Assistant

December 14, 2022

Honorable Debora Juarez, Council President
Honorable Lisa Herbold, Chair Public Safety & Human Services
Seattle City Council

Dear Council President Juarez and Councilmember Herbold:

On behalf of the Seattle Civil Service Commission (CSC) and the Seattle Public Safety Civil Service Commission (PSCSC) we ask that the City Council confirm the Commissions' reappointment of Andrea Scheele Morgan as Executive Director, as provided under section [4.04.250](#) of the Seattle Municipal Code. At a joint meeting of the Seattle Civil Service and the Public Safety Civil Service Commissions on November 7, 2022, the CSC and PSCSC voted to reappoint Ms. Scheele Morgan as Executive Director, subject to Council confirmation, for a term of three years, beginning January 23, 2023.

Ms. Scheele Morgan's combination of knowledge and experience continues to drive the important work of the Civil Service and Public Safety Civil Service Commissions. Through her service as the Director of the Commissions, Andrea continues to demonstrate a commitment to embed equity into her work at every level, serve as a collaborative partner and provide thoughtful and authoritative counsel.

On behalf of the commissions and staff, we commend Ms. Scheele Morgan on providing outstanding service and dedication to the work of the Civil Service Commission and Public Safety Civil Service Commission.

Sincerely,

Mary Wideman-Williams

Commissioner Mary Wideman-Williams, Chair
Civil Service Commission

Stacy Connole

Commissioner Stacy Connole, Chair
Public Safety Civil Service Commission

Cc: Andrea Scheele Morgan, Executive Director
Thao Madsen, Boards and Commissions Registry Manager, City Clerk

City of Seattle Civil Service Commissions

Seattle Municipal Tower, 700 Fifth Avenue, Suite 1670 PO Box 94729 Seattle, WA 98124-4729

Tel (206) 233-7118, Fax: (206) 684-0755, <http://www.seattle.gov/CivilServiceCommissions/>

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