

**CITY OF SEATTLE**



**EXECUTIVE DIRECTOR**  
**Civil Service Commissions**

**Confirmation Packet**  
**January 24, 2023**

**Andrea Scheele (Morgan)**



# City of Seattle Boards & Commissions Notice of Appointment

<b>Appointee Name:</b> <i>Andrea Scheele (Morgan)</i>		
<b>Board/Commission Name:</b> <i>Civil Service Commission, Public Safety Civil Service Commission</i>		<b>Position Title:</b> <i>Executive Director</i>
<input type="checkbox"/> Appointment OR <input checked="" type="checkbox"/> Reappointment		<b>Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Appointing Authority:</b> <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>	<b>Date Appointed:</b> 1/03/2023	<b>Term of Position: *</b> 1/22/2023 <b>to</b> 1/21/2026 <input type="checkbox"/> Serving remaining term of a vacant position
<b>Residential Neighborhood:</b> <i>N/A</i>	<b>Zip Code:</b> <i>N/A</i>	<b>Contact Phone No.:</b> [REDACTED]
<b>Background:</b> <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>		
<b>Authorizing Signature (original signature):</b> 	<b>Appointing Signatory:</b> <i>Mary Wideman-Williams</i> <i>Commission Chair, CSC</i>	
<b>Authorizing Signature (original signature):</b> 	<b>Appointing Signatory:</b> <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-competes, 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

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## 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

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### 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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