



SEATTLE CITY COUNCIL
CENTRAL STAFF

Council Bill 120763

First Quarter 2024 Employment Ordinance

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GOVERNANCE, ACCOUNTABILITY & ECONOMIC DEVELOPMENT COMMITTEE
APRIL 11, 2024

Quarterly Employment ORDs

When needed:

- When positions are proposed to move in or out of civil service (per [City Charter Article XVI, Section 3](#))
- Creation of new titles and pay schedules

Background – Civil Service Status

- Civil service status provides certain job protections, including merit-based hiring and promotions, opportunity to correct performance issues, and “for cause” termination (i.e., termination based only on unsatisfactory job performance)
- Positions exempt from civil service may be appointed with competitive hiring processes, and are subject to “at-will employment” (i.e., termination for any reason)
- Charter requires civil service membership for all City employees except positions specifically exempted
 - Charter outlines specific positions exempt from civil service
 - Additional exemptions outlined in [Seattle Municipal Code \(SMC\) 4.13](#)
- The SDHR Director determines whether a change to a position’s civil service status is warranted during a “classification review” performed by the Compensation/Classification unit
- Approximately 90 percent of City employees are in the civil service.

Background – Changes to Titles & Pay Schedules

- Occurs when there is a body of work that does not fit within a current job title
- It is not about reclassifying an individual position but rather a change to the overall classification and compensation program

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1. Returns two positions to the civil service system

Department	Initial Classification (Exempt)	Final Classification (Civil Service)
Office of Economic Development (OED)	Strategic Advisor 2, Exempt	Manager 2, General Government
Office of Inspector General (OIG)	Strategic Advisor 1, Exempt	Public Relations Specialist, Senior

2. Exempt one position from the civil service system

Department	Initial Classification (Exempt)	Final Classification (Civil Service)
City Attorney's Office (CAO)	Administrative Support Supervisor	Manager 1, Exempt

Questions?