

Andrea Scheele [Morgan]

CAREER EXPERIENCE AND HIGHLIGHTS

City of Seattle (2014-Present)

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

- Executive officer charged with upholding the principles of fairness, meritocracy, and impartiality in the recruitment and management of 8,000+ public sector employees.
- Preside as hearing officer over prehearing conferences and motions, e.g., resolving discovery disputes and dispositive motions.
- Draft legal opinions, memoranda, and advisory opinions on individual matters and system-wide policy or legal issues.
- Communicate with commissioners and stakeholders, including elected officials, Fire and Police Chiefs, and employees to build relationships, proactively address issues, and integrate best practices.
- Conduct investigations of alleged violations of civil service laws and rules, including alleged breach of confidentiality, cheating, and political patronage.
- Collaborate with counsel to understand and reduce risk, while meeting goals and legal mandates.
- Conduct legal research and analysis, integrate into daily work.
- Oversee, direct and continuously improve a merit-based public safety civil service exam program for 11+ fire and police classifications/ranks.
- Utilize data to set goals, monitor impacts, and improve processes and outcomes.

Human Resources Manager, 2018-2019

- Developed employment and labor related policies, procedures, trainings for diverse, unionized workforce
- Managed departmental human resources unit
- Oversaw workplace investigators, ensuring that work was thorough, fair, and complete.
- Conducted high-level and sensitive investigations,
- Engaged with union representatives and leadership on bargaining and contract issues
- Implemented a restorative practices program aimed at fostering a positive and inclusive workplace culture

Assistant City Attorney – Employment and Labor, 2014 –2018

- Provided legal advice and representation to internal departmental clients on a wide range of employment and labor law matters, including hiring, discipline, collective bargaining, wage and hour compliance, discrimination, harassment, investigations.
- Represented departmental clients in litigation, represented labor arbitrations, jury trials, agency administrative proceedings. Responsible for matters from filing to resolution.
- Managed relationships with external law firms and oversaw outside counsel in litigation and investigations.

Teller & Associates, PLLC, Seattle, Washington, Attorney, 2006 –2014

- Counseled, advised, and litigated discrimination and other employment law claims on behalf of employees
- Severance, non-compete, and employment contract negotiation
- Mentored junior attorneys in legal writing, trial skills, and strategic planning

Law Office of Gregroy Murphy, P.S., Tacoma, Washington, Attorney, 2005-2006

- General litigation practice,

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

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PROFESSIONAL, LEADERSHIP AND COMMUNITY ACTIVITIES

City of Seattle Anti-Harassment and Discrimination Interdepartmental Team Member 2019-present

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.