

**CITY OF SAN DIEGO  
MINUTES OF THE MEETING OF THE  
CIVIL SERVICE COMMISSION**

Thursday, October 5, 2023, at 12:00 p.m.  
Council Closed Session Room – 12<sup>th</sup> Floor  
City Administration Building  
202 C Street  
San Diego, California 92101

- A. The closed session meeting of the Civil Service Commission was called to order by Vice President Nicolaz Portillo at 12:06 p.m. Also present were Commissioner Sunday Gover, Commissioner Will Moore, and Commissioner Aaron Olsen.
  
- B. The staff was represented by Assistant Personnel Director Anne Lamén Aban, Deputy Personnel Director Darren Keenaghan, and Assistant to the Director Saba O’Neal. Serving as legal advisor to the Commission was Senior Deputy City Attorney David Karlin.



City of San Diego  
Civil Service Commission

**MINUTES**

Vacant, President  
Nicolaz Portillo, Vice President  
Sunday Gover, Commissioner  
Will Moore, Commissioner  
Aaron Olsen, Commissioner

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**CLOSED SESSION**

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At 12:06 p.m., the Commission met in Closed Session with the following agenda:

1. PUBLIC EMPLOYEE: Deliberation on disciplinary appeal pursuant to California Government Code Section 54957 – Sharla Looney – The suspension and termination were overturned. The vote was 4-0.
2. PUBLIC EMPLOYEE: Deliberation on disciplinary appeal pursuant to California Government Code Section 54957 – Benjamin Weber – The termination was upheld. The vote was 4-0.
3. Public Employee Appointment Pursuant to Government Code Section 54957 – Interim Personnel Director – Motion to appoint David Dalager as Interim Personnel Director effective October 9, 2023. Approved 3-1. Commissioner Olsen voting “no.”

Publicly disclosed in Open Session at 1:03 p.m.

Sunday Gover, President

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**CITY OF SAN DIEGO  
MINUTES OF THE MEETING OF THE  
CIVIL SERVICE COMMISSION**

Thursday, October 5, 2023, at 1:00 p.m.  
Council Closed Session Room – 12<sup>th</sup> Floor  
City Administration Building  
202 C Street  
San Diego, California 92101

- A. The regular business meeting of the Civil Service Commission was called to order by Vice President Nicolaz Portillo at 1:02 p.m. Also present were Commissioner Sunday Gover, Commissioner Will Moore, and Commissioner Aaron Olsen.
  
- B. The staff was represented by Assistant Personnel Director Anne Lamén Aban, Deputy Personnel Director Darren Keenaghan, and Assistant to the Director Saba O’Neal. Serving as legal advisor to the Commission was Senior Deputy City Attorney David Karlin.



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**ITEMS FOR ACTION**

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**INTRODUCTION**

1. Roll Call.

**ACTION TAKEN/PENDING**

Present were Vice President Portillo, Commissioner Gover, Commissioner Moore, and Commissioner Olsen.

**NON-AGENDA PUBLIC COMMENT**

This portion of the agenda provides an opportunity for members of the public to address the Commission on items of interest within the jurisdiction of the Commission. (Comments relating to items on today's docket are to be taken at the time the item is heard.)

Time allotted to each speaker is determined by the Chair. Comments are limited to no more than five (5) minutes **total per subject** regardless of the number of those wishing to speak. Pursuant to the Brown Act, no discussion or action, other than a referral, shall be taken by the Commission on any issue brought forth under "Non-Agenda Public Comment."

At 1:03 p.m., Saba O'Neal reported actions taken during the Closed Session meeting. Commissioner Gover requested to agendize increasing the number of Commissioners from five Commissioners to seven Commissioners. Vice President Portillo agreed to agendize the request for the November 2, 2023, meeting.

**CONSENT AGENDA (Items 2 through 10 can be approved with one motion.)**

2. Approval of the minutes for the regular meeting and closed session meeting of September 7, 2023.

Commissioner Moore made a motion to approve items 2 through 10. Commissioner Gover seconded the motion.  
Approved 3-0.  
Commissioner Olsen abstaining.
3. Approval of the minutes for the special meeting and special closed session meeting of September 18, 2023.
4. Approval of Exceptional Merit Increase for Jesus Escalona, Public Works Superintendent.
5. Approval of Exceptional Merit Increase for Dawn S. Hopkins, Administrative Aide II.
6. Approval of Exceptional Merit Increase for Brenda J. Washington, Administrative Aide II.
7. Approval of the minutes of the San Diego City Civil Service Commission Joint Apprenticeship Committee meeting of January 10, 2023.
8. Mastaneh Ashrafzadeh, Senior Civil Engineer, Engineering and Capital Projects Department, for a leave of absence from the Classified Service effective August 7, 2023, while temporarily filling an unclassified position with their job to be saved. If selected for permanent appointment, this leave will be modified from job saved to name on eligible list.
9. Edgar E. Portilla, Supervising Personnel Analyst, Personnel Department, for a leave of absence from the Classified Service effective September 2, 2023, while filling an unclassified position with their name to be placed on the appropriate eligible list.
10. Request from the Assistant Personnel Director to use a City employee as a rater for the Equipment Operator II examination.

**LEAVES OF ABSENCE WITHOUT PAY - DISCUSSION**

11. Marcus L. Dean, Laborer, Public Utilities Department, for a one-year (second extension) special leave without pay ending September 1, 2024, with their name to be placed on the eligible list for Laborer.  
Hire Date: December 3, 2007  
Reason: Family care.  
Department Recommendation: Approval.

Commissioner Olsen made a motion to approve the request.  
Commissioner Moore seconded the motion.  
Approved 4-0.  
Speaking for staff was Carissa Rosemore.
12. Joshua R. Parr, Fleet Technician, General Services Department, for a one-year special leave without pay ending October 5, 2024, with their job to be saved.  
Hire Date: June 6, 2005  
Reason: Outside employment.  
Department Recommendation: Modification to name on eligible list.

Commissioner Moore made a motion to approve the request with modification to name on eligible list.  
Commissioner Gover seconded the motion.  
Approved 4-0.  
Speaking for staff was Carissa Rosemore.  
Speaking for the department was Michael Simonds.
13. Summer L. Quillin, Police Detective, Police Department, for a one-year special leave without pay ending October 17, 2024, with their job to be saved.  
Hire Date: February 19, 2015  
Reason: Relocation.  
Department Recommendation: Modification to name on eligible list.

Commissioner Olsen made a motion to approve the request with job saved.  
Commissioner Gover seconded the motion.  
Approved 3-1 with Commissioner Moore voting "No."  
Speaking for staff was Carissa Rosemore.  
Speaking for the department was Silvia Satrom.  
Speaking was Summer L. Quillin.
14. Celia N. Ramirez, Special Event Traffic Controller I, Police Department, for a one-year (sixth extension) special leave without pay ending September 14, 2024, with their name to be placed on the eligible list for Special Event Traffic Controller I.  
Hire Date: October 23, 2003  
Reason: Medical.  
Department Recommendation: Approval.

Commissioner Olsen made a motion to approve the request.  
Commissioner Gover seconded the motion.  
Approved 4-0.  
Speaking for staff was Carissa Rosemore.
15. Reyna V. Rendon Rojas, Assistant Engineer - Civil, Engineering and Capital Projects Department, for a one-year (first extension) special leave without pay ending October 5, 2024, with their job to be saved.  
Hire Date: May 29, 2012  
Reason: Childcare.  
Department Recommendation: Modification to name on eligible list.

Commissioner Moore made a motion to approve the request with modification to name on eligible list.  
Commissioner Gover seconded the motion.  
Approved 4-0.

**POLICY ITEMS – DISCUSSION**

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| <p>16. Request from the Public Utilities Department for Suspended Competition to appoint six incumbents to the classification of Senior Environmental Scientist, 28 incumbents to the classification of Environmental Scientist III, 78 incumbents to the classification of Environmental Scientist II, and three incumbents to the classification of Environmental Scientist I.</p> | <p>Commissioner Moore made a motion to approve the request.<br/>         Commissioner Gover seconded the motion.<br/>         Approved 4-0.<br/>         Speaking for staff was Carissa Rosemore.<br/>         Speaking for the department was Yajaira Gharst.</p>                                                                                                                                                                                                                                                                                                                                                        |
| <p>17. Request from the American Federation of State, County, and Municipal Employees (AFSCME) Local 127 to study additional classifications in conjunction with the Equipment Operator II salary study as part of the Fiscal Year 2025 Salary Review Process.</p>                                                                                                                   | <p>Commissioner Gover made a motion to approve the request from AFSCME Local 127 to study the Equipment Operator I, Equipment Operator III, Landfill Equipment Operator, Light Equipment Operator, Motor Sweeper Operator, Sewer Maintenance Equipment Operator, and Traffic Striper Operator classifications as part of the Equipment Operator II salary study.<br/>         Commissioner Moore seconded the motion.<br/>         Approved 3-0.<br/>         Commissioner Olsen abstaining.<br/>         Speaking for staff was Rachel McDonald-Hernandez.<br/>         Speaking for Local 127 was Timothy Douglass.</p> |
| <p>18. Staff recommendation on special salary adjustment for the Fiscal Year 2025 Salary Ordinance.</p> <p><u>Recommended for Approval:</u></p> <p>1) Environmental Biologist III</p>                                                                                                                                                                                                | <p>Speaking for staff was Rachel McDonald-Hernandez.</p> <p><u>Recommended for Approval:</u></p> <p><b>1) <u>Environmental Biologist III</u></b><br/>         Commissioner Moore made a motion to approve a special salary adjustment of 24% for the Environmental Biologist III, Environmental Biologist II, and Environmental Biologist I classifications.<br/>         Commissioner Gover seconded the motion.<br/>         Approved 4-0.</p>                                                                                                                                                                          |
| <p>19. Felipe Vega III, appealing the rejection of their reinstatement application for Environmental Scientist II.</p>                                                                                                                                                                                                                                                               | <p>Commissioner Moore made a motion to grant the appeal.<br/>         Commissioner Gover seconded the motion.<br/>         Approved 4-0.<br/>         Speaking for staff was Carissa Rosemore.<br/>         Speaking was Yajaira Gharst.</p>                                                                                                                                                                                                                                                                                                                                                                              |



20. Discussion regarding prior Personnel Director recruitments. Information item only.  
No vote required.  
Speaking for staff was Saba O'Neal.  
Speaking was Alia Khouri.

**UNFINISHED BUSINESS**

21. Request from the Communications Department to exempt a Program Coordinator position from the Classified Service. Commissioner Moore made a motion to continue item to the November 2, 2023, meeting.  
Commissioner Gover seconded the motion.  
Approved 4-0.  
Speaking for staff was Rachel McDonald-Hernandez.

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**ADJOURNMENT**

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At 1:02 p.m., the Commission convened into open session.

There being no further business, the meeting was adjourned at 1:52 p.m.

Sunday Gover, President



City of San Diego  
Civil Service Commission

**SUPPLEMENTAL AGENDA MINUTES**

Vacant, President  
Nicolaz Portillo, Vice President  
Sunday Gover, Commissioner  
Will Moore, Commissioner  
Aaron Olsen, Commissioner

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**ITEM FOR ACTION**

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**INTRODUCTION**

S1. Election of Officer – President

Commissioner Olsen thanked former President Tammy Lin for her service to the Commission.  
Vice President Portillo made a motion to elect Commissioner Gover as President of the Commission for the remainder of the term until January 2024.  
Commissioner Moore seconded the motion.  
Approved 3-0.  
Commissioner Olsen abstaining.