

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

Thursday, March 4, 2021, at 1:00 p.m.
Online Meeting

- A. The regular business meeting of the Civil Service Commission was called to order by President Lori Thacker at 1:01 p.m. Also present were Commissioner Jacquelyn R. Atkinson, Commissioner Dr. Don E. Conley and Commissioner Aaron Olsen. Vice-President Maricela Amezola was absent.

- B. The staff was represented by Personnel Director Douglas Edwards, Assistant Personnel Director Anne Lamén Aban, and Assistant to the Director Dina Marocco. Serving as legal advisor to the Commission was Deputy City Attorney Jennifer Berry.



City of San Diego
Civil Service Commission

MINUTES

Lori Thacker, President
Maricela Amezola, Vice-President
Jacquelyn R. Atkinson, Commissioner
Dr. Don E. Conley, Commissioner
Aaron Olsen, Commissioner

Thursday, March 4, 2021, at 1:00 p.m.
Online Meeting

Until further notice, Civil Service Commission meetings will be conducted pursuant to the provisions of [California Executive Order 29-20](#), which suspends certain requirements of the Ralph M. Brown Act.

During the current State of Emergency and in the interest of public health and safety, all members of the Civil Service Commission will be participating in Civil Service Commission meetings by teleconference. In accordance with the Executive Order, there will be no members of the public in attendance at the meetings. We are providing alternatives to in-person attendance for viewing and participation in the meetings.

In lieu of in-person attendance, members of the public may participate and provide comment via telephone, using the City Clerk webform, email submission, or via U.S. Mail of written materials, as follows:

Public Comment Testimony During Commission Meetings:

To offer public comment testimony during a Civil Service Commission meeting, you need to first join the Zoom Webinar meeting online from your desktop computer, laptop, tablet, or Smartphone, or by calling in to the meeting from your cellular phone or land line. If applicable, the Civil Service Commission will meet in Closed Session at 12:00 p.m. or shortly thereafter. Public Comment on Closed Session items will occur at the start of the 12:00 p.m. session before the Commission adjourns into Closed Session. The Commission will reconvene for Open Session at 1:00 p.m. or shortly thereafter.

The link to join the Zoom Webinar by computer, tablet, or Smartphone is:

Open Session: <https://sandiego.zoomgov.com/j/1602402238>

To join by telephone:

Open Session: Dial 1-669-254-5252. When prompted, input Webinar ID: 160 240 2238#

How to Speak to A Particular Item or During Non-Agenda Public Comment:

When the Commission President introduces the item you would like to comment on (or indicates it is time for Non-Agenda Public Comment), raise your hand by either tapping the "Raise your Hand" button on your computer, tablet, or Smartphone, or by dialing *9 on your phone. You will be taken in the order in which you raise your hand. You may only speak once on a particular item.

When the Commission President indicates it is your turn to speak, unmute your phone by tapping the Unmute button on your computer, tablet or Smartphone, or dial *6 on your phone.

Written Comment through Webform:

Comment on Agenda Items may be submitted using the City Clerk [webform](#) indicating the agenda item number for which you wish to submit your comment. Comments received by the start of the meeting will be provided to the Civil Service Commission and posted online with the meeting materials. All webform comments are limited to 200 words. Comments received after the start of the meeting but before the item is called will be submitted into the written record for the relevant item.

Non-Agenda Public Comment may be submitted using the City Clerk [webform](#) checking the appropriate box. Comments received by the start of the meeting will be provided to the Civil Service Commission and posted online with the meeting materials. All webform comments are limited to 200 words. Comments received after the start of the meeting but before Non-agenda comment is called will be submitted into the written record for the meeting.

Closed Session Public Comment may be submitted using the City Clerk [webform](#). Comments received by the start of the meeting will be provided to the Civil Service Commission and posted online with the meeting materials. All webform comments are limited to 200 words. Comments received after the start of the meeting but before the item is called will be submitted into the written record for the relevant item.

Written Materials. If you wish to submit written materials for submission into the record or have an attachment to your comment, you may email it to AArevalo@sandiego.gov or submit via U.S. Mail to 1200 Third Avenue, Suite 300, San Diego, CA 92101. Materials submitted via email will be distributed to the Civil Service Commission in accordance with the deadlines described above. Materials submitted via U.S. Mail will need to be received the business day prior in order to be distributed to the Civil Service Commission.

The public may view the meetings on Zoom Webinar. Click [here](#) to view this meeting at its scheduled time.

Requests for Accessibility Modifications or Accommodations:

As required by the Americans with Disabilities Act (ADA), requests for agenda information to be made available in alternative formats, and any requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for alternatives to observing meetings and offering public comment as noted above, may be made by contacting the Personnel Department Services Supervisor at 619-236-6402 or AArevalo@sandiego.gov. Requests should be made as early as possible prior to the meeting. Every attempt will be made to accommodate all reasonable requests. The City is committed to resolving accessibility requests swiftly in order to maximize accessibility.

This agenda and the supplemental information for each agenda item, if any, can be made available in alternative formats to assist persons with disabilities. Special assistance at the meeting is also available. To request such assistance, please call the Personnel Department Services Supervisor at 619-236-6402. Requests should be made as early as possible prior to the meeting. Every attempt will be made to accommodate all reasonable requests.

ITEMS FOR ACTION

INTRODUCTION

1. Roll Call.

ACTION TAKEN/PENDING

Present were President Lori Thacker, Commissioner Jacquelyn R. Atkinson, Commissioner Dr. Don E. Conley, and Commissioner Aaron Olsen. Vice-President Maricela Amezola was absent.

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.”

CONSENT AGENDA (Items 2 through 5 can be approved with one motion.)

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| 2. | Approval of the minutes for the regular business meeting of February 4, 2021. | Approved items 2 through 5 with one motion. |
| 3. | Leaves of Absence Without Pay – In Order. Items 11 through 14. | |
| 4. | Minutes of the San Diego City Civil Service Commission Joint Apprenticeship Committee meeting of February 26, 2020. | |
| 5. | Approval of Exceptional Merit Increase for George D. Whitney, Fleet Manager. | |

LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

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| 6. | Ally M. Southerland, Crime Scene Specialist, Police Department, for a four-month special leave without pay ending June 7, 2021, with her job to be saved.
Hire Date: June 21, 2014
Reason: Relocation with spouse and outside employment.
Department Recommendation:
Modification to name on eligible list. | Approved.
Speaking for staff was Eva Sanchez.
Speaking was Ally M. Southerland.
Speaking for the department was Margaret Mendez. |
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POLICY ITEMS – DISCUSSION

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| 7. | Report from the Personnel Director on limited and restricted appointments and special shift differential positions for CY 2020. | Approved.
Speaking for staff was Eva Sanchez. |
| 8. | Request from the San Diego City Employees' Retirement System to exempt an Investment Officer position from the Classified Service. | Approved.
Speaking for staff was Saba Berenji. |
| 9. | Staff recommendations on new classifications and title change for the Fiscal Year 2022 Salary Ordinance. | Speaking for staff was Saba Berenji. |

Recommended for Approval

- (1) Controls Engineer

Not Recommended for Approval

- (2) Police Dispatcher Series

1. Controls Engineer – Request for New Classification

Approved the creation of the Senior Control Systems Engineer and Associate Engineer – Control Systems classifications.

2. Police Dispatcher Series – Request for New Classifications and Title Change

Denied request for the creation of the

Police Dispatcher II and Police Dispatcher I classifications.
Denied title change from Police Dispatcher to Police Dispatcher III.

10. George A. Williams, appealing his conviction record disqualification for the position of Custodian I.

Continued.
Speaking for staff was Edgar Portilla.
Speaking was George A. Williams.

LEAVES OF ABSENCE WITHOUT PAY – IN ORDER

11. Harriet Beerfas, Library Assistant I, Library Department, for a one-year special leave without pay ending December 31, 2021, with her name to be placed on the eligible list for Library Assistant I.
Hire Date: June 23, 2011
Reason: Medical.
Department Recommendation: Approval.
12. Jordan L. Belchamber, Police Officer II, Police Department, for a one-year special leave without pay ending February 28, 2022, with his name to be placed on the eligible list for Police Officer II.
Hire Date: May 31, 2018
Reason: Family care.
Department Recommendation: Approval.
13. Joshua M. McGee, Police Officer II, Police Department, for a one-year special leave without pay ending December 10, 2021, with his name to be placed on the eligible list for Police Officer II.
Hire Date: March 2, 2017
Reason: Family care.
Department Recommendation: Approval.

LEAVES OF ABSENCE WITHOUT PAY – UNCLASSIFIED

14. John B. Howard, Golf Course Manager, Parks and Recreation Department, for a leave of absence from the Classified Service effective December 2, 2020, while filling an unclassified position with his job to be saved. If selected for permanent appointment, this leave will be modified from job saved to name on eligible list.

LEAVES OF ABSENCE WITHOUT PAY – TOTAL

Total Leave Requests	05	Family/Childcare/Maternity	02
Leave requests with job saved	01	Education/Training	00
Leave requests with name on list	03	Medical	01
Unclassified	01	Relocation	00
		Outside Employment	01
		Unclassified	01
		Other	00

ADJOURNMENT

At 1:01 p.m., the Commission convened into open session. There being no further business, the meeting was adjourned at 1:57 p.m.

Lori Thacker, President