

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

Thursday, June 14, 2018, at 1:00 p.m.
Civil Service Commission Room, Civic Center Plaza
1200 Third Avenue, Suite 300
San Diego, California 92101

- A. The regular business meeting of the Civil Service Commission was called to order by President Mattheus E. Stephens at 1:00 p.m. Also present were Commissioner Jacquelyn R. Atkinson, Commissioner Dr. Don E. Conley, and Commissioner Lori Thacker. Vice-President Maricela Amezola was absent.

- B. The staff was represented by Personnel Director Hadi Dehghani, Assistant Personnel Director Yajaira Gharst and Assistant to the Director Saba Berenji. Serving as legal advisor to the Commission was Deputy City Attorney Jennifer Berry.



City of San Diego
Civil Service Commission

MINUTES

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

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ITEMS FOR ACTION

INTRODUCTION

1. Roll Call.

ACTION TAKEN/PENDING

Present were President Mattheus E. Stephens, Commissioner Jacquelyn R. Atkinson, Commissioner Dr. Don E. Conley, and Commissioner Lori Thacker. 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 4 can be approved with one motion.)

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| 2. | Approval of the minutes for the regular business meeting of May 3, 2018. | Approved. |
| 3. | Approval of the minutes for the special business meeting of June 8, 2018. | Approved. |
| 4. | Leaves of Absence Without Pay - In Order. Items 31 through 34. | Approved. |

LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

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| 5. | <p>Rahfeal A. Alomar, Administrative Aide II, Public Utilities Department, for a one-year (second extension) special leave without pay ending March 10, 2019, with his name to be placed on the eligible lists for Administrative Aide II and Management Trainee.
 Hire Date: March 8, 2004
 Reason: Maintain employment eligibility.
 Department Recommendation: Approval.</p> | <p>Approved.
 Speaking for staff was Darren Keenaghan.</p> |
| 6. | <p>Cody M. Hass, Fire Fighter II, Fire-Rescue Department, for a one-year special leave without pay ending April 26, 2019, with his name to be placed on the eligible list for Fire Fighter II.
 Hire Date: October 1, 2016
 Reason: Outside employment.
 Department Recommendation: Denial.</p> | <p>Denied.
 Speaking for staff was Darren Keenaghan.</p> |
| 7. | <p>Lindsay J. Smith, Fire Engineer, Fire-Rescue Department, for a one-year special leave without pay ending June 30, 2019, with her job to be saved.
 Hire Date: June 18, 2005
 Reason: Personal.
 Department Recommendation: Modification to name on eligible list.</p> | <p>Approved with modification to name on eligible list.
 Speaking for staff was Darren Keenaghan.
 Speaking for the department was Steven Lozano.
 Speaking was Lindsay J. Smith.</p> |

POLICY ITEMS - DISCUSSION

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| 8. | <p>Civil Service Commission report on the outcome of the selection process for Personnel Director.</p> | <p>President Mattheus E. Stephens announced the appointment of Douglas Edwards as the new Personnel Director effective July 2, 2018.</p> |
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9. Approval of Exceptional Merit Increase for Carmen Acosta Meza, Administrative Aide II. Approved.
Speaking for staff was Darren Keenaghan.
10. Approval of Exceptional Merit Increase for Bernardino I. Ciafre-Garay, Senior Civil Engineer. Approved.
Speaking for staff was Darren Keenaghan.
11. Approval of Exceptional Merit Increase for Casey A. Martin, Structural Inspector I. Approved.
Speaking for staff was Darren Keenaghan.
12. Request from the Department of Finance to exempt six Financial Operations Manager positions from the Classified Service. Approved.
Speaking for staff was Christia Davis.
13. Request from the Department of Information Technology to exempt three Program Coordinator positions from the Classified Service. Approved.
Speaking for staff was Christia Davis.
14. Request from the Office of the City Attorney to exempt a Program Coordinator position from the Classified Service. Approved.
Speaking for staff was Christia Davis.
15. Request from the Parks and Recreation Department to exempt a Program Manager position from the Classified Service. Approved.
Speaking for staff was Christia Davis.
16. Request from the Performance and Analytics Department to exempt a Program Coordinator position from the Classified Service. Approved.
Speaking for staff was Christia Davis.
17. Request from the Public Works Department to exempt a Deputy Director position from the Classified Service. Approved.
Speaking for staff was Christia Davis.
18. Revision to Personnel Manual Index Code D-3, Career Advancement (Addendum). Approved.
Speaking for staff was Christia Davis.
19. Proposed Salary Review Process for Fiscal Year 2020. Approved.
Speaking for staff was Christia Davis.
20. Appointments to the Joint Apprenticeship Committee:
Harold Leggate, nominated for appointment as management member; Lance Smith and Victor Lopez, nominated as alternate management members; and William Mitchell, Alberto Arellano, and Bradley Coe, nominated for appointment as alternate labor members. Approved.
Speaking for staff was Douglas Edwards.
Speaking was Roy Kirby.

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| 21. | Request from the Personnel Director to merge the current Utility Worker II (P11089) eligible list with the new Utility Worker II (P11203) eligible list. | Approved.
Speaking for staff was Douglas Edwards. |
| 22. | Request for a Quorum to Hear the Termination Appeal of Deaborah Merced. | Denied.
Speaking for staff was Hadi Dehghani.
Speaking was Anthony Schroth. |
| 23. | Revisions to Personnel Manual Index Code C-4, Medical Examinations. | Continued. |
| 24. | Katrice O. Caldwell, appealing her conviction record disqualification for the position of Recreation Leader I. | Denied.
Speaking for staff was Edgar Portilla.
Speaking for the department was Rebeca Cordova.
Speaking were Katrice O. Caldwell, Mark Dolby, and Lynetta Shine. |
| 25. | Frank J. Cipoletto, appealing his medical disqualification for the position of Plant Operator Trainee. | Denied.
Speaking for staff was Edgar Portilla.
Speaking was Frank J. Cipoletto. |
| 26. | Stephanie L. Martinez, appealing her conviction record disqualification for the position of Grounds Maintenance Worker I. | Denied.
Speaking for staff was Edgar Portilla. |
| 27. | Jonathan O. Nicoloff, appealing his medical disqualification for the position of Lifeguard I. | Withdrawn. |
| 28. | Niven S. Tanzer, appealing his medical disqualification for the position of Lifeguard I. | Continued. (Commissioner Conley dissenting).
Speaking for staff was Edgar Portilla.
Speaking was Niven S. Tanzer. |
| 29. | Carlos L. Villatoro, appealing his conviction record disqualification for the position of Grounds Maintenance Worker II. | Denied.
Speaking for staff was Edgar Portilla. |

UNFINISHED BUSINESS

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| 30. | Request from California Teamsters Local 911 for a 128 Investigation of the Fire-Rescue Department. | Withdrawn. |
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LEAVES OF ABSENCE WITHOUT PAY - IN ORDER

31. Kathy F. Garcia, Word Processing Operator, Transportation and Storm Water Department, for a one-year special leave without pay ending June 14, 2019, with her name to be placed on the eligible lists for Word Processing Operator, Account Clerk, and Clerical Assistant II.
Hire Date: June 3, 2011
Reason: Relocation with spouse.
Department Recommendation: Approval.
32. Charlene S. Kawabata, Assistant Recreation Center Director, Parks and Recreation Department, for a one-year special leave without pay ending June 28, 2019, with her name to be placed on the eligible lists for Assistant Recreation Center Director and Recreation Leader I.
Hire Date: January 28, 1997
Reason: Personal.
Department Recommendation: Approval.

LEAVES OF ABSENCE WITHOUT PAY - UNCLASSIFIED

33. James J. Hay, Senior Mechanical Engineer, Environmental Services Department, for a leave of absence from the Classified Service effective March 24, 2018, while temporarily 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.
34. Lan C. Wiborg, Marine Biologist III, Public Utilities Department, for a leave of absence from the Classified Service effective March 21, 2015, while filling an unclassified position with her name to be placed on the appropriate eligible list.

LEAVES OF ABSENCE WITHOUT PAY - TOTAL

Total Leave Requests	07	Family/Childcare/Maternity	00
Leave requests with job saved	01	Education/Training	00
Leave requests with name on list	04	Medical	00
Unclassified	02	Relocation	01
		Outside Employment	01
		Unclassified	02
		Other	03

CLOSED SESSION

At 12:05 p.m., the Commission met in Closed Session with the following agenda:

- I. Deliberation on disciplinary appeal pursuant to Government Code Section 54957:
 - a. Carlos Grijalva – Suspension Upheld.
- II. PUBLIC EMPLOYEE APPOINTMENT pursuant to Government Code Section 54957:
Title: Personnel Director – Completed.

ADJOURNMENT

At 1:00 p.m. the Commission convened into open session. There being no further business, the meeting was adjourned at 2:42 p.m.

Mattheus E. Stephens, President