

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

Thursday, July 5, 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 1:10 p.m. Also present were Vice-President Maricela Amezola, Commissioner Jacquelyn R. Atkinson, and Commissioner Dr. Don E. Conley. Commissioner Lori Thacker was absent.

- B. The staff was represented by Personnel Director Douglas Edwards, Assistant Personnel Director Yajaira Gharst and Assistant to the Director Saba Berenji. Serving as legal advisor to the Commission was Deputy City Attorney William Gersten.



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, Vice-President Maricela Amezola, Commissioner Jacquelyn R. Atkinson, and Commissioner Dr. Don E. Conley. Commissioner Lori Thacker 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 and 3 can be approved with one motion.)

2. Approval of the minutes for the regular business meeting of June 14, 2018. Approved.
3. Leaves of Absence Without Pay – In Order. Items 19 through 23. Approved.

LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

4. Monica B. Firsht, Associate Engineer – Traffic, Transportation and Storm Water Department, for a one-year (second extension) special leave without pay ending June 14, 2019, with her name to be placed on the eligible lists for Associate Engineer – Traffic and Associate Engineer – Civil.
Hire Date: September 11, 1995
Reason: Maintain employment eligibility.
Department Recommendation: Approval. Approved.
Speaking for staff was Darren Keenaghan.
5. Celeste L. Gale, Dispatcher II, Police Department, for a one-year special leave without pay ending May 16, 2019, with her name to be placed on the eligible list for Dispatcher II.
Hire Date: July 28, 2015
Reason: Outside employment.
Department Recommendation: Approval. Approved. (Vice-President Amezola dissenting).
Speaking for staff was Darren Keenaghan.
Speaking for the department was Margaret Mendez.
6. Teresa F. Tews, Police Officer II, Police Department, for a one-year special leave without pay ending May 21, 2019, with her job to be saved.
Hire Date: May 13, 2002
Reason: Family care.
Department Recommendation: Modification to name on eligible list. Approved with modification to name on eligible list.
Speaking for staff was Darren Keenaghan.

POLICY ITEMS - DISCUSSION

7. Requests from the Neighborhood Services Deputy Chief Operating Officer to exempt a Program Manager position and a Program Coordinator position from the Classified Service. Approved.
Speaking for staff was Christia Davis.

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| 8. | Request from the Office of Homeland Security to exempt two Program Coordinator positions from the Classified Service. | Approved.
Speaking for staff was Christia Davis. |
| 9. | Request from the Purchasing and Contracting Department to exempt a Program Manager position from the Classified Service. | Approved.
Speaking for staff was Christia Davis. |
| 10. | Request for New Finance Analyst Classification Series. | Continued. |
| 11. | Request from the Personnel Director to merge the current Power Plant Operator (T10748) eligible list with the new Power Plant Operator (T11199) eligible list. | Approved.
Speaking for staff was Dina Marocco. |
| 12. | Request for a Suspension Appeal Hearing for Carmel Honeycutt. | Continued. |
| 13. | Vincent T. Carr, appealing his conviction record disqualification for the position of Laborer. | Approved. (Commissioner Atkinson dissenting).
Speaking for staff was Edgar Portilla.
Speaking was Vincent T. Carr. |
| 14. | Michael E. Grant, appealing his conviction record disqualification for the position of Laborer. | Denied. Applicant may reapply for City employment after one year.
Speaking for staff was Edgar Portilla.
Speaking was Michael E. Grant. |
| 15. | Patrick H. Hawley, appealing his conviction record disqualification for the position of Wastewater Operations Supervisor. | Denied.
Speaking for staff was Edgar Portilla. |
| 16. | Kevin J. Shean, appealing his conviction record disqualification for the position of Golf Starter. | Approved.
Speaking for staff was Edgar Portilla.
Speaking was Kevin J. Shean. |

UNFINISHED BUSINESS

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| 17. | Revisions to Personnel Manual Index Code C-4, Medical Examinations. | Continued. |
| 18. | Niven S. Tanzer, appealing his medical disqualification for the position of Lifeguard I. | Approved.
Speaking for staff was Edgar Portilla. |

LEAVES OF ABSENCE WITHOUT PAY - IN ORDER

19. Theresa R. Baucom, Police Dispatcher, Police Department, for a one-year special leave without pay ending May 8, 2019, with her name to be placed on the eligible list for Dispatcher II.
Hire Date: October 7, 2010
Reason: Family care.
Department Recommendation: Approval.

20. Marco A. Lopez, Assistant Engineer - Civil, Transportation and Storm Water Department, for a five-month special leave without pay ending November 3, 2018, with his job to be saved.
Hire Date: December 14, 2015
Reason: Family care.
Department Recommendation: Approval.

21. John C. Montes De Oca, Land Surveying Associate, Development Services Department, for a two-month special leave without pay ending August 10, 2018, with his name to be placed on the eligible list for Land Surveying Associate.
Hire Date: October 18, 2004
Reason: Medical.
Department Recommendation: Approval.

22. Schanquana M. Pemberton, Supervising Management Analyst, San Diego City Employees' Retirement System, for a one-year special leave without pay ending July 15, 2019, with her name to be placed on the eligible list for Supervising Management Analyst.
Hire Date: December 5, 2005
Reason: Relocation with spouse.
Department Recommendation: Approval.

LEAVES OF ABSENCE WITHOUT PAY – UNCLASSIFIED

23. Abigail Salaiz, Supervising Management Analyst, Office of the City Attorney, for a leave of absence from the Classified Service effective May 21, 2018, while temporarily filling an unclassified position with her 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	08	Family/Childcare/Maternity	03
Leave requests with job saved	02	Education/Training	00
Leave requests with name on list	05	Medical	01
Unclassified	01	Relocation	01
		Outside Employment	01
		Unclassified	01
		Other	01

ITEMS FOR INFORMATION

NEW BUSINESS

ADJOURNMENT

At 1:10 p.m. the Commission convened into open session. There being no further business, the meeting was adjourned at 2:09 p.m.

Mattheus E. Stephens, President