

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

Thursday, September 2, 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 1:03 p.m. Also present were Commissioner Jacquelyn R. Atkinson and Commissioner Aaron Olsen. Vice-President Maricela Amezola and Commissioner Dr. Don E. Conley were absent.

- B. The staff was represented by Personnel Director Douglas Edwards, Assistant Personnel Director Anne Lamén Aban, 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

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

Thursday, September 2, 2021 at 1:00 p.m.
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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 Civil Service 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, and Commissioner Aaron Olsen. Vice-President Maricela Amezola and Commissioner Dr. Don E. Conley were 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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| <ol style="list-style-type: none">2. Approval of the minutes for the regular business meeting of July 1, 2021.3. Leaves of Absence Without Pay - In Order. Items 22 through 27.4. Approval of Exceptional Merit Increase for Christian S. Hoppe, Development Project Manager I.5. Approval of Exceptional Merit Increase for James R. Silverstein, Associate Engineer - Corrosion. | <p>Approved items 2 through 5 with one motion.</p> |
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LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

6. Angelica Benitez, Library Assistant I, Library Department, for a one-year special leave without pay ending August 23, 2022, with her job to be saved.
Hire Date: June 16, 1994
Reason: Family care.
Department Recommendation: Modification to name on eligible list.

Approved.
President Thacker dissenting.
Speaking for staff was Eva Sanchez.
Speaking for the department was Robert Cronk.
Speaking for MEA was Nick Wright.
7. Brock A. Cooper, Customer Services Representative, Public Utilities Department, for a two-month (first extension) special leave without pay ending August 31, 2021, with his job to be saved.
Hire Date: August 26, 2019
Reason: Medical.
Department Recommendation: Approval.

Approved for three months ending September 30, 2021, with his job to be saved.
Speaking for staff was Eva Sanchez.
8. John L. Fountas, Instrumentation & Control Technician, Public Utilities Department, for a three-month special leave without pay ending October 15, 2021, with his job to be saved.
Hire Date: May 10, 2021
Reason: Outside employment.
Department Recommendation: Approval.

Approved.
Speaking for staff was Eva Sanchez.
Speaking was John L. Fountas.
9. Velvet E. Heron, Associate Management Analyst, Public Utilities Department, for a one-year (first extension) special leave without pay ending August 14, 2022, with her name to be placed on the eligible list for Associate Management Analyst.
Hire Date: January 5, 2013
Reason: Outside employment.
Department Recommendation: Approval.

Approved.
President Thacker dissenting.
Speaking for staff was Eva Sanchez.
Speaking for the department was Casandra Reid.
10. Jacqua N. Horne, Cashier, Public Utilities Department, for a one-year (first extension) special leave without pay ending July 1, 2022, with her job to be saved.
Hire Date: February 24, 2012
Reason: Medical.
Department Recommendation: Modification to name on eligible list.

Approved for one month ending October 2, 2021, with her job to be saved.
Speaking for staff was Eva Sanchez.
Speaking for the department was Katie Keach.

11. Alyssa A. Maldonado, Police Officer I, Police Department, for a one-year special leave without pay ending July 15, 2022, with her name to be placed on the eligible list for Police Officer I.
Hire Date: June 18, 2020
Reason: Outside employment.
Department Recommendation: Approval. Approved.
Speaking for staff was Eva Sanchez.
Speaking for the department was Silvia Satrom.
12. Schanquana M. Pemberton, Supervising Management Analyst, San Diego City Employees' Retirement System, for a one-year (third extension) special leave without pay ending July 15, 2022, 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. Approved.
Speaking for staff was Eva Sanchez.
13. Celia N. Ramirez, Special Event Traffic Controller I, Police Department, for a one-year (fourth extension) special leave without pay ending September 14, 2022, with her name to be placed on the eligible list for Special Event Traffic Controller I.
Hire Date: October 23, 2003
Reason: Medical.
Department Recommendation: Approval. Approved.
Speaking for staff was Eva Sanchez.
14. Brett A. Siegel, Librarian I, Library Department, for a one-year (fifth extension) special leave without pay ending July 14, 2022, with his name to be placed on the eligible lists for Librarian I and Library Assistant III.
Hire Date: October 26, 2005
Reason: Education.
Department Recommendation: Approval. Approved.
Speaking for staff was Eva Sanchez.

POLICY ITEMS – DISCUSSION

15. Appointment to the San Diego Civil Service Commission Joint Apprenticeship Committee: Musheerah Little, nominated for appointment as the Chair. Approved.
Speaking for staff was Darren Keenaghan.
16. Request from the Office of the Mayor to exempt a Program Coordinator position from the Classified Service. Approved.
Speaking for staff was Grace Navarro.

17. Review of Fiscal Year 2023 Salary Proposals submitted for study.

Recommended for Study:

- 1) Aging Specialist, Supervising Aging Specialist
- 2) Apprentice I – Communications Technician, Apprentice II – Communications Technician, Communications Technician, Senior Communications Technician, Senior Communications Technician Supervisor
- 3) Asset Management Coordinator
- 4) Assistant Fleet Technician, Fleet Technician, Master Fleet Technician, Fleet Team Leader
- 5) Assistant Property Agent, Associate Property Agent, Property Agent, Supervising Property Agent
- 6) Carpenter
- 7) Claims Aide, Claims Representative I, Claims Representative II, Senior Claims Representative, Supervising Claims Representative
- 8) Development Services Technician, Development Services Technician Supervisor
- 9) DNA Technical Manager
- 10) Emergency Services Coordinator, Supervising Emergency Services Coordinator
- 11) Equipment Operator II
- 12) Equipment Operator III
- 13) FEWD Program Manager
- 14) Fleet Parts Buyer, Fleet Parts Buyer Supervisor
- 15) Geographic Information Systems Technician, Geographic Information Systems Analyst I, Geographic Information Systems Analyst II, Geographic information Systems Analyst III, Geographic Information Systems Analyst IV
- 16) Graphic Design Specialist
- 17) Greenskeeper Supervisor
- 18) Heavy Truck Driver I
- 19) Information Systems Technician, Information Systems Analyst I, Information Systems Analyst II, Information Systems Analyst III, Information Systems Analyst IV, Information Systems Administrator, Information Systems Manager
- 20) Instrumentation and Control Trainee
- 21) Police Parking Enforcement Officer Series

Speaking for staff was Grace Navarro.

Approved staff's recommendation to further study the 39 proposals listed under the Recommended for Study section.

Approved staff's recommendation to not study the proposals listed under the Not Recommended for Study section except as indicated below.

Department or Specialty Management Analyst Series

Approved Police Department Analyst for further study in addition to the six (6) proposals marked with an asterisk. Speaking for MEA was Nick Wright.

Boat Operator and Senior Boat Operator

Continued.
Speaking for Local 127 was Rodney Fowler.

Body and Fender Mechanic

Speaking for Local 127 was Rodney Fowler.

Equipment Painter

Speaking for Local 127 was Rodney Fowler.

Legal Secretary I, Legal Secretary II, Senior Legal Secretary, Principal Legal Secretary

Speaking was Ana Lonergan.
Speaking for MEA was Cathleen Higgins.

Machinist

Speaking for Local 127 were Tim Douglass and Rodney Fowler.

Motor Sweeper Operator

Speaking for Local 127 were Tim Douglass and Rodney Fowler.

- 22) Public Information Officer, Senior Public Information Officer, Supervising Public Information Officer
- 23) Reservoir Maintenance Supervisor
- 24) Roofer
- 25) Sanitation Driver Trainee, Sanitation Driver I, Sanitation Driver II, Sanitation Driver III, Area Refuse Collection Supervisor, District Refuse Collection Supervisor
- 26) Senior Water Plant Operator
- 27) Sign Painter
- 28) Stock Clerk (Option Class: Auto Parts Stock Clerk)
- 29) Storekeeper I
- 30) Supervising Aquatic Specialist
- 31) Supervising Backflow and Cross Connection Specialist
- 32) Therapeutic Recreation Leader, Therapeutic Recreation Specialist, Supervising Therapeutic Recreation Specialist
- 33) Utility Worker II – Cemetery
- 34) Warehouse Manager
- 35) Water Resources Specialist
- 36) Water Systems Equipment Operator
- 37) Water Utility Equipment Operator I, Water Utility Equipment Operator II, Water Utility Equipment Operator III
- 38) Water Utility Parts Buyer
- 39) Word Processing Operator

Patch Truck Operators

Approved for further study.
Speaking for Local 127 was Rodney Fowler.

Reservoir Keeper

Speaking for Local 127 were Tim Douglass and Rodney Fowler.

Welder

Speaking for Local 127 was Rodney Fowler.

Not Recommended for Study*:

- 1) Department or Specialty Management Analyst Series (***NOTE: Those marked with an asterisk are recommended for further study.**)
 - Arts Management Analyst series*
 - CIP Analyst series
 - Contracts Administration Analyst series
 - Economic Development Analyst series
 - Fire Department Analyst series
 - Homeland Security Analyst series*
 - Library Department Analyst series*
 - Parks & Recreation Department Analyst series
 - Police Department Analyst series
 - Public Utilities Analyst series
 - Records Management Analyst series*
 - Retirement Financial Analyst series*
 - Storm Water Analyst series
 - Transportation Analyst series
 - Victim Services Analyst series*

- 2) Boat Operator, Senior Boat Operator
- 3) Body and Fender Mechanic
- 4) Equipment Painter
- 5) Fire Helicopter Pilot
- 6) Fire Recruit
- 7) Horticulturist
- 8) Legal Secretary I, Legal Secretary II, Senior Legal Secretary, Principal Legal Secretary
- 9) Lifeguard I
- 10) Machinist
- 11) Motor Sweeper Operator
- 12) Paralegal, Senior Paralegal, Principal Paralegal
- 13) Patch Truck Operators
- 14) Recycling Specialist I, Recycling Specialist II, Recycling Specialist III
- 15) Reservoir Keeper
- 16) Welder

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| 18. | Nicholas D. Hill, appealing his conviction record disqualification for the position of Laborer. | Denied. Commissioner Olsen dissenting. Speaking for staff was Edgar Portilla. Speaking was Nicholas D. Hill. |
| 19. | Mohsen Maali, appealing the rejection of his reinstatement application for the positions of Senior Civil Engineer, Project Officer II, Project Officer I and Associate Engineer – Civil. | Approved until September 2022. Speaking for staff was Eva Sanchez. |
| 20. | Mark C. Manela, appealing the rejection of his applications for Sanitation Driver Trainee (T11513) and Equipment Operator I (Option Class: Sewer Maintenance Equipment Operator) (T11385). | Denied. Speaking for staff was Jennifer Lamas-Villanueva. Speaking was Mark C. Manela. |
| 21. | Bryce L. Tomecek, appealing his medical disqualification for the position of Field Representative. | Withdrawn. |

LEAVES OF ABSENCE WITHOUT PAY – IN ORDER

22. Raya Albanna, Plan Review Specialist I, Development Services Department, for a three-month special leave without pay ending October 4, 2021, with her job to be saved.
Hire Date: March 20, 2021
Reason: Family care.
Department Recommendation: Approval.
23. Stacey M. Fabian, Associate Management Analyst, Public Utilities Department, for a one-year special leave without pay ending July 8, 2022, with her name to be placed on the eligible lists for Associate Management Analyst and Trainer.
Hire Date: December 12, 2016
Reason: Relocation.
Department Recommendation: Approval.
24. Kristina N. Miller, Police Dispatch Supervisor, Police Department, for a one-year special leave without pay ending June 14, 2022, with her name to be placed on the eligible lists for Police Dispatch Supervisor, Police Dispatcher, Dispatcher II and Senior Clerk/Typist.
Hire Date: August 31, 2001
Reason: Medical.
Department Recommendation: Approval.
25. DaShawn A. Peterson, Utility Worker I, Transportation Department, for a four-month special leave without pay ending November 22, 2021, with his name to be placed on the eligible lists for Utility Worker I and Laborer.
Hire Date: April 20, 2019
Reason: Loss of Class C Driver License.
Department Recommendation: Approval.

LEAVES OF ABSENCE WITHOUT PAY – UNCLASSIFIED

26. Kevin C. Kellum, Supervising Claims Representative (Option Class: Liability), Risk Management Department, for a leave for a leave of absence from the Classified Service effective June 7, 2021, while temporarily filling an unclassified position with his job to be saved. If selected for permanent appointment, this this leave will be modified from job saved to name on eligible list.
27. Corson T. Smith, Senior Traffic Engineer, Development Services Department, for a leave of absence from the Classified Service effective April 12, 2021, while filling an unclassified position with his name to be placed on the appropriate eligible list.

LEAVES OF ABSENCE WITHOUT PAY – TOTAL

| | | | |
|----------------------------------|----|----------------------------|----|
| Total Leave Requests | 15 | Family/Childcare/Maternity | 02 |
| Leave requests with job saved | 05 | Education/Training | 01 |
| Leave requests with name on list | 08 | Medical | 04 |
| Unclassified | 02 | Relocation | 02 |
| | | Outside Employment | 03 |
| | | Unclassified | 02 |
| | | Other | 01 |

ADJOURNMENT

At 1:03 p.m., the Commission convened into open session.

At 3:52 p.m., President Thacker called for a break.

At 4:01 p.m., the meeting continued.

There being no further business, the meeting was adjourned at 4:43 p.m.

Lori Thacker, President