

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

Thursday, December 5, 2024, at 12:00 p.m.  
Council Closed Session Room – 12th 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 President Sunday Gover at 12:03 p.m. Also present were Vice President Nicolaz Portillo, Commissioner Samuel Merrill, Commissioner Will Moore, and Commissioner Trang Pham.
  
- B. The staff was represented by Personnel Director David Dalager, Assistant Personnel Director Anne Lamén Aban, 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

**CLOSED SESSION MINUTES**

Sunday Gover, President  
Nicolaz Portillo, Vice President  
Samuel Merrill, Commissioner  
Will Moore, Commissioner  
Trang Pham, Commissioner

Thursday, December 5, 2024, at 12:00 p.m.  
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This information will be made available in alternative formats upon request, as required by the Americans with Disabilities Act (ADA), by contacting Robin Recendez at 619-236-6400 or [personnel@saniego.gov](mailto:personnel@saniego.gov). 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 Robin Recendez at 619-236-6400 or [personnel@saniego.gov](mailto:personnel@saniego.gov). Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services, or interpreters, require different lead times, ranging from five business days to two weeks. Please keep this in mind and provide as much advance notice as possible in order to ensure availability. The Civil Service Commission is committed to resolving accessibility requests swiftly in order to maximize accessibility.

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**CLOSED SESSION**

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The Commission met in Closed Session with the following agenda:

1. Conference with Labor Negotiators, pursuant to California Government Code Section 54957.6:

City Designated Management Team Representatives pursuant to San Diego Resolution R-315855:

Julie Rasco, Director, Human Resources Department  
Abby Jarl-Veltz, Deputy Director, Human Resources Department  
Jonnabelle Domingo, Supervising Human Resources Officer, Human Resources Department  
Erik Hanson, Senior Human Resources Officer, Human Resources Department  
Hannah Filley, Human Resources Officer, Human Resources Department

Designated as representatives within the meaning of California Government Code Section 54957.6(a):

Jim McNeill, Assistant City Attorney, Office of the City Attorney  
Thomas Brady, Senior Deputy City Attorney, Office of the City Attorney  
Joan Dawson, Senior Deputy City Attorney, Office of the City Attorney  
Miguel Merrell, Deputy City Attorney, Office of the City Attorney  
Kristin Zlotnik, Senior Chief Deputy City Attorney, Office of the City Attorney

DCA Assigned: J. Dawson and M. Merrell

Employee organizations:

Local 127, Local 145, Local 911, MEA, and POA

The purpose of this closed session meeting is to review the proposed revisions to Personnel Manual Index Code H-2 to align with recent changes to the MOUs and to instruct the City's negotiators. – Commissioner Moore made a motion to approve POA's proposed changes, but the motion failed due to lack of a second. Vice President Portillo made a motion to reject POA's proposed changes, but the motion failed due to lack of a second. Commissioner Moore made a motion for the Office of the City Attorney to provide a written opinion regarding the proposed revision related to naming December 25<sup>th</sup> as Christmas Day, what law it violates, and the authority behind it. Commissioner Merrill seconded the motion, but the motion failed 3-2 with President Gover, Vice President Portillo, and Commissioner Pham voting no. Vice President Portillo made a motion to accept the changes proposed, but to deny the addition of the language "known as Christmas Day." President Gover seconded the motion. The motion passed 4-1. Commissioner Moore voting no.

2. Conference with Legal Counsel, pursuant to California Government Code section 54956.9(d)(1): City of San Diego v. Civil Service Commission of the City of San Diego, Michael V. Fink, Jr., San Diego County Superior Court Case No. 24CU005449C.

This case arises from a writ of mandate filed by the City of San Diego, challenging the Commission's decision on the appeal of Michael V. Fink, Jr. of their termination from the position of Fire Fighter II. Outside counsel will update the Commission on the status of the litigation and seek direction. – Nothing to report.

3. PUBLIC EMPLOYEE – Deliberation on disciplinary appeal pursuant to California Government Code Section 54957(b)(1): Steven Choi, appealing their termination from the position of Fire Engineer. – Removed.
4. PUBLIC EMPLOYEE – Deliberation on disciplinary appeal pursuant to California Government Code Section 54957(b)(1): Kirk Momon, appealing their termination from the position of Area Refuse Collection Supervisor. – Continued to February meeting.

Publicly disclosed in Open Session at 1:11 p.m.

Sunday Gover, President

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

Thursday, December 5, 2024, at 1:00 p.m.  
Council Closed Session Room – 12th 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 President Sunday Gover at 1:10 p.m. Also present were Vice President Nicolaz Portillo, Commissioner Samuel Merrill, Commissioner Will Moore, and Commissioner Trang Pham.
  
- B. The staff was represented by Personnel Director David Dalager, Assistant Personnel Director Anne Lamén Aban, 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**

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Nicolaz Portillo, Vice President  
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**ITEMS FOR ACTION**

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**INTRODUCTION**

1. Roll Call.
2. Report Out of Closed Session.

**ACTION TAKEN/PENDING**

Present were President Gover, Vice President Portillo, Commissioner Merrill, Commissioner Moore, and Commissioner Pham.

Nothing to report.

**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 3 through 12 can be approved with one motion.)**

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| <p>3. Approval of the minutes for the regular meeting of November 7, 2024.</p> <p>4. Approval of Exceptional Merit Increase for Shaneisha M. Burton, Payroll Supervisor.</p> <p>5. Approval of Exceptional Merit Increase for Marisol Bustamante Sanchez, Payroll Specialist II.</p> <p>6. Approval of Exceptional Merit Increase for Eduardo Garcia Estrada, Sanitation Driver II.</p> <p>7. Approval of Exceptional Merit Increase for Maria D. Sanchez, Payroll Specialist II.</p> <p>8. Approval of Exceptional Merit Increase for Ashley S. Wallace, Payroll Specialist II.</p> | <p>Vice President Portillo made a motion to approve items 3 through 11. Commissioner Pham seconded the motion. Approved 5-0. Item 12 was withdrawn.</p> |
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9. Oscar Ramirez, Golf Course Greenskeeper, Parks and Recreation Department, for a one-year (first extension) special leave without pay ending November 9, 2025, with their name to be placed on the eligible lists for Golf Course Greenskeeper, Grounds Maintenance Worker II, and Grounds Maintenance Worker I.  
Hire Date: October 5, 2010  
Reason: Medical.  
Department Recommendation: Approval.
10. Andrea S. Zamudio, Payroll Specialist II, Fire-Rescue Department, for a one-year special leave without pay ending November 7, 2025, with their name to be placed on the eligible lists for Payroll Specialist II, Payroll Specialist I, Account Clerk, and Clerical Assistant II.  
Hire Date: January 6, 2014  
Reason: Childcare.  
Department Recommendation: Approval.
11. Daniel R. Holguin, Associate Management Analyst, Police Department, for a leave of absence from the Classified Service effective October 12, 2024, 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.  
Hire Date: February 19, 2015
12. Request from the Commission on Police Practices to exempt two Program Coordinator positions from the Classified Service.

Withdrawn.

**LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION**

13. Maurice L. Crosby, Water Systems Technician I, Public Utilities Department, for a one-year special leave without pay ending December 5, 2025, with their job to be saved.  
Hire Date: June 10, 2023  
Reason: Loss of Commercial Driver License.  
Department Recommendation: Modification to name on eligible list.

Vice President Portillo made a motion to approve the request with modification to name on eligible list. Commissioner Pham seconded the motion.  
Approved 5-0.  
Speaking for staff was Carissa Rosemore.  
Speaking was Maurice L. Crosby.

14. Johnny Stanley, Heavy Truck Driver II, Transportation Department, for a three-month (second extension) special leave without pay ending February 1, 2025, with their job to be saved.  
Hire Date: September 12, 2023  
Reason: Medical.  
Department Recommendation: Modification to name on eligible list.

Commissioner Moore made a motion to approve the request for six months of special leave without pay ending May 1, 2025, with their job to be saved. President Gover seconded the motion. Approved 5-0.  
Speaking for staff was Carissa Rosemore.  
Speaking was Johnny Stanley.

**POLICY ITEMS – DISCUSSION**

15. Revision to Personnel Manual Index Code D-3, Career Advancement (Addendum).

Commissioner Moore made a motion to approve the revision. Commissioner Pham seconded the motion. Approved 5-0.  
Speaking for staff was Rachel McDonald-Hernandez.

16. Staff recommendations on special salary adjustments, new classifications, and title changes for the Fiscal Year 2026 Salary Ordinance.

Speaking for staff was Rachel McDonald-Hernandez

Recommended for Approval:

Recommended for Approval:

- 1) Deputy Fire Marshal I, Deputy Fire Marshal II, Supervising Deputy Fire Marshal
- 2) Pump Station Operations Superintendent, Senior Pump Station Operations Supervisor

**1) Deputy Fire Marshal I, Deputy Fire Marshal II, Supervising Deputy Fire Marshal**

Vice President Portillo made a motion to approve staff's recommendation for the title changes for the Fire Prevention Inspector I, Fire Prevention Inspector II, and Fire Prevention Supervisor classifications to Deputy Fire Marshal I, Deputy Fire Marshal II, and Supervising Deputy Fire Marshal, respectively. Commissioner Merrill seconded the motion. Approved 5-0.

Not Recommended for Approval:

- 1) Construction Estimator
- 2) Fleet Attendant
- 3) Plasterer

**2) Pump Station Operations Superintendent, Senior Pump Station Operations Supervisor**

Commissioner Merrill made a motion to approve staff's recommendation to create the new classifications of Pump Station Operations Superintendent and Senior Pump Station Operations Supervisor, at monthly salaries of approximately \$9,452 and \$8,219, respectively.



Vice President Portillo seconded the motion.  
Approved 5-0.

**3) Construction Estimator**

President Gover made a motion to approve a special salary adjustment of 10% for the Construction Estimator classification.

Vice President Portillo seconded the motion.

Approved 5-0.

Speaking for Local 127 was Andres Alva-Cardenas.

**4) Fleet Attendant**

Vice President Portillo made a motion to approve a special salary adjustment of 10% for the Fleet Attendant classification.

President Gover seconded the motion.

Approved 5-0.

Speaking for Local 127 was Andres Alva-Cardenas.

**5) Plasterer**

Vice President Portillo made a motion to approve a special salary adjustment of 10% for the Plasterer classification.

Commissioner Pham seconded the motion.

Approved 5-0.

Speaking for Local 127 was Andres Alva-Cardenas.

**INFORMATIONAL ITEMS**

17. Request from Commissioner Moore for a report from the Personnel Director.

Informational item only.  
The Personnel Department reduced the number of supplemental application questions for over 50 job bulletins to create a better experience for applicants. Due to Measure E not passing, there will be a strategic hiring freeze. There has been a vacancy rate decrease from 18.5% two years ago to 11.5% now.  
Speaking was David Dalager.

18. Request from Commissioner Moore inviting the Chief Operating Officer, or their designee, to address the Civil Service Commission. No report.

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**ADJOURNMENT**

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At 1:10 p.m., the meeting commenced.

There being no further business, the meeting was adjourned at 1:56 p.m.

Sunday Gover, President