

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

Thursday, October 4, 2018, at 1:00 p.m.
Civil Service Commission Room, Civic Center Plaza
1200 Third Avenue, Suite 300
San Diego, California 92101

- A. In the absence of President Mattheus E. Stephens and Vice-President Maricela Amezola, the regular business meeting of the Civil Service Commission was called to order by Douglas Edwards as Secretary of the Commission at 1:03 p.m. (*see* Robert's Rules of Order Newly Revised (11th ed), II. 3-7). Commissioner Lori Thacker was elected as temporary chair of the meeting without objection. Also present were Commissioner Jacquelyn R. Atkinson and Commissioner Dr. Don E. Conley.

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

As Secretary of the Commission, Personnel Director Douglas Edwards called the meeting to order and Commissioner Lori Thacker was elected as temporary chair for this meeting without objection.

Douglas Edwards recognized Assistant Personnel Director Yajaira Gharst for 10 years of service with the City of San Diego Personnel Department and presented her a plaque as a token of appreciation. He also acknowledged seven promotions in the Personnel Department

including that of Anne Lamén Aban to Assistant Personnel Director.

Yajaira Gharst expressed her appreciation to the Commission, colleagues, and Personnel Department staff for the support and privilege to serve the City of San Diego. Commissioner Lori Thacker also expressed her gratitude for her service.

CONSENT AGENDA (Items 2 and 3 can be approved with one motion.)

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| 2. | Approval of the minutes for the regular business meeting of September 6, 2018. | Approved. |
| 3. | Leaves of Absence Without Pay - In Order. Items 20 through 27. | Approved. |

LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

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| 4. | Sierra G. Brown, Fire Fighter II, Fire-Rescue Department, for a six-month (first extension) special leave without pay ending April 16, 2019, with her job to be saved.
Hire Date: November 14, 2015
Reason: Medical.
Department Recommendation: Approval. | Approved.
Speaking for staff was Darren Keenaghan. |
| 5. | Cheryl L. Cook, Senior Management Analyst, Parks and Recreation Department, for a one-year (third extension) special leave without pay ending August 25, 2019, with her name to be placed on the eligible lists for Senior Management Analyst, Associate Management Analyst, Assistant Management Analyst, Administrative Aide II, Management Trainee, Administrative Aide I, Senior Clerk/Typist, and Word Processing Operator.
Hire Date: September 4, 1985
Reason: Medical.
Department Recommendation: Approval. | Approved.
Speaking for staff was Darren Keenaghan.
Speaking was Cheryl L. Cook.
Speaking for the department was Rebeca Cordova. |

6. Maria I. Dubay, Word Processing Operator, Police Department, for a one-year (third extension) special leave without pay ending September 12, 2019, with her name to be placed on the eligible lists for Word Processing Operator and Clerical Assistant II.
Hire Date: December 3, 2001
Reason: Relocation with spouse.
Department Recommendation: Denial.

Denied.
Speaking for staff was Darren Keenaghan.
7. Celia N. Ramirez, Special Event Traffic Controller I, Police Department, for a one-year (first extension) special leave without pay ending September 14, 2019, 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 Darren Keenaghan.
Speaking for the department was Margaret Mendez.
8. James Roberts Jr., Equipment Operator II, Public Utilities Department, for a one-year special leave without pay ending February 27, 2019, with his job to be saved.
Hire Date: July 9, 2001
Reason: Medical.
Department Recommendation: Modification to name on eligible list.

Continued.
9. Earlisha M. Scott, Recreation Aide, Parks and Recreation Department, for a one-year special leave without pay ending May 30, 2019, with her job to be saved.
Hire Date: April 25, 1998
Reason: Medical.
Department Recommendation: Modification to name on eligible list.

Approved with modification to name on eligible list.
Speaking for staff was Darren Keenaghan.
Speaking for the department was Rebeca Cordova.
10. Armando Ventura, Water Systems Technician III, Public Utilities Department, for a one-year (first extension) special leave without pay ending October 5, 2019, with his name to be placed on the eligible lists for Water Systems Technician III, Water Systems Technician II, Tank Service Technician II, Building Service Technician, Utility Worker II, Water Systems Technician I, and Laborer.
Hire Date: March 30, 2015
Reason: Loss of Class B Driver License.
Department Recommendation: Approval.

Withdrawn.

POLICY ITEMS - DISCUSSION

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| 11. | Approval of Exceptional Merit Increase for Brittany A. Friedenreich, Assistant Engineer - Civil (Option Class: Contract Specialist). | Approved.
Speaking for staff was Darren Keenaghan. |
| 12. | Approval of Exceptional Merit Increase for Karen S. Ibach, Assistant Reservoir Keeper. | Approved.
Speaking for staff was Darren Keenaghan. |
| 13. | Approval of Exceptional Merit Increase for Rosa I. Riego, Associate Engineer - Civil (Option Class: Senior Contract Specialist). | Approved.
Speaking for staff was Darren Keenaghan. |
| 14. | Request from the Government Affairs Department to exempt a Program Coordinator position from the Classified Service. | Approved.
Speaking for staff was Christia Davis. |
| 15. | Request from the Human Resources Department to exempt a Program Coordinator position from the Classified Service. | Approved.
Speaking for staff was Christia Davis. |
| 16. | Request from the Risk Management Department to exempt a Program Coordinator position from the Classified Service. | Approved.
Speaking for staff was Christia Davis. |
| 17. | Review of Fiscal Year 2020 Salary Proposals Submitted for Study. | Speaking for staff was Christia Davis.

Approved staff recommendations except for the Biologist classification series, Boat Operator classification series, CAL-ID Technician classification series, Paralegal classification series, and Storm Water Environmental Specialist classification series which the Commission directed staff to study.

<u>Civil Engineer – PUD Series and Corrosion Engineer – PUD Series</u>
Speaking for MEA was Cathleen Higgins.
Speaking was Richard Stevens.

<u>Human Resources/Labor Relations Analyst</u>
Speaking were Darrin Schwabe and Abby Jarl-Veltz. |

Biologist Series

Speaking were Rachel Davenport and Laralyn Asato.

Boat Operator Series

Speaking for Local 127 were Anthony Schroth and Rodney Fowler.
Speaking were Tim Douglass and Rachel Davenport.

CAL-ID Technician Series

Speaking for MEA was Kelly Cruz.
Speaking was Margaret Mendez.

Fire Payroll Specialist Series

Speaking were Kevin Ester and Michelle Yamamoto.

Fire Recruit

Speaking was Kevin Ester.

Paralegal Series

Speaking for MEA was Cathleen Higgins.
Speaking were Gerry Braun and Olga Leggee.

Project Officer Series

Speaking for MEA was Cathleen Higgins.
Speaking were Keli Balo and Melody Alsheikh.

Storm Water Environmental Specialist Series

Speaking for MEA was Katy Seals.
Speaking was Heather Krish.

Storm Water Inspector Series

Speaking for MEA was Katy Seals.
Speaking was James Hook.

18. Request from the Personnel Director to use City employees as raters for the Fire Engineer Examination.
19. John A. Flores Jr., appealing the rejection of his applications for Grounds Maintenance Worker I (T11225) and Grounds Maintenance Worker II (T11226).

Approved.
Speaking for staff was Chris Alvarado.
Speaking was Kevin Ester.

Denied.
Speaking for staff was Darren Keenaghan.
Speaking was John A. Flores Jr.

LEAVES OF ABSENCE WITHOUT PAY - IN ORDER

20. Anjona A. Abram, Customer Services Representative, Public Utilities Department, for a one-year special leave without pay ending July 30, 2019, with her job to be saved.
Hire Date: October 16, 2012
Reason: Family care.
Department Recommendation: Approval.
21. Bahareh Asadolahi, Library Assistant III, Library Department, for a one-year special leave without pay ending October 2, 2019, with her name to be placed on the eligible list for Library Assistant III.
Hire Date: January 1, 2001
Reason: Family care.
Department Recommendation: Approval.
22. Nicholas Maielli, Combination Inspector I, Development Services Department, for a six-month special leave without pay ending March 3, 2019, with his name to be placed on the eligible list for Combination Inspector I.
Hire Date: August 13, 2016
Reason: Education.
Department Recommendation: Approval.

LEAVES OF ABSENCE WITHOUT PAY – UNCLASSIFIED

23. Cindy L. Crocker, Senior Civil Engineer (Option Class: Principal Contract Specialist), Public Works Department, for a leave of absence from the Classified Service effective September 1, 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.
24. Fanela M. Espiritu, Accountant IV, Department of Finance, for a leave of absence from the Classified Service effective September 7, 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.

- 25. Jill A. Friedman, Supervising Management Analyst, Public Utilities Department, for a leave of absence from the Classified Service effective June 18, 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.
- 26. George A. Katsikaris Jr., Asbestos Program Manager, Environmental Services Department, for a leave of absence from the Classified Service effective August 27, 2018, while filling an unclassified position with his name to be placed on the appropriate eligible list.
- 27. Christine R. Logan, Supervising Management Analyst, Public Works Department, for a leave of absence from the Classified Service effective September 7, 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	15	Family/Childcare/Maternity	02
Leave requests with job saved	04	Education/Training	01
Leave requests with name on list	06	Medical	05
Unclassified	05	Relocation	01
		Outside Employment	00
		Unclassified	05
		Other	01

CLOSED SESSION

At 12:15 p.m., the Commission met in Closed Session with the following agenda:

- I. Deliberation on disciplinary appeal pursuant to Government Code Section 54957:
 - a. Matthew Papuga – Continued.

ADJOURNMENT

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

At 3:00 p.m., Commissioner Lori Thacker called for a break.

At 3:12 p.m., the meeting continued.

There being no further business, the meeting was adjourned at 4:44 p.m.

Lori Thacker, Commissioner