

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

Thursday, July 2, 2020, 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, Commissioner Dr. Don E. Conley, and Commissioner Aaron Olsen. Vice-President Maricela Amezola was absent.
  
- B. The staff was represented by Personnel Director Douglas Edwards, Assistant Personnel Director Anne Lamén Aban, and Assistant to the Director Dina Marocco. 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, July 2, 2020, 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 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 participating in meetings.

In lieu of in-person attendance, members of the public may submit their comments in the following manner:

Comment on Agenda Items must be submitted at [webform](#) indicating the agenda item number they wish to submit their comment for. Only comments submitted no later than 4:00 p.m. the day prior to the meeting using the public comment form will be eligible to be read into the record. If you submit more than one form per item, only one will be read into the record for that item. Comments received after 4:00 p.m. the day prior and before 1:00 p.m. the day of the meeting will be provided to the Civil Service Commission and posted online with the meeting materials. All comments are limited to 200 words. Comments received after 1:00 p.m. the day of the meeting but before the item is called will be submitted into the written record for the relevant item.

Non-Agenda Public Comment must be submitted at [webform](#) checking the appropriate box in order to be eligible to be read into the record. Staff will read the first 30 comments received by 4:00 p.m. the day before the meeting. However, if there are less than 30 comments submitted by 4:00 p.m. the day before the meeting, the City will read comments submitted by 1:00 p.m. on the day of the meeting up to a total of 30 comments. The maximum number of comments to be read into the record on a single issue will be 16. Comments submitted by 1:00 p.m. on the day of the meeting will be provided to the Civil Service Commission, made a part of the record, and posted with the meeting materials. All comments are limited to 200 words. Comments received after 1:00 p.m. the day of the meeting but before Non-agenda comment is called will be submitted into the written record for the meeting.

Civil Service Commission Closed Session Public Comment must be submitted at [webform](#) no later than 4:00 p.m. the day prior to the posted meeting in order to be eligible to be read into the record. Comments received after 4:00 p.m. the day prior and before 1:00 p.m. the day of the meeting will be provided to the Civil Service Commission and posted online with the meeting materials. All comments are limited to 200 words. Comments received after 1:00 p.m. the day of the meeting but before the item is called will be submitted into the written record for the relevant item. If you wish to submit written materials for submission into the record or have an attachment to your comment, you may send it to [AArevalo@sandiego.gov](mailto:AArevalo@sandiego.gov) and it will be distributed to the Civil Service Commission in accordance with the deadlines described above.

The public may view this meeting on YouTube. Click [here](#) to view the 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](mailto: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.

Note: 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.

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**ITEMS FOR ACTION**

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**INTRODUCTION**

1. Roll Call.

**ACTION TAKEN/PENDING**

Present were President Lori Thacker, Commissioner Jacquelyn R. Atkinson, Commissioner Dr. Don E. Conley, and Commissioner Aaron Olsen. 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 and 3 can be approved with one motion.)**

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| <ol style="list-style-type: none"><li>2. Approval of the minutes for the regular business meeting of June 4, 2020.</li><li>3. Leave of Absence Without Pay - In Order. Item 11.</li></ol> | <p>Approved items 2 and 3 with one motion.</p> |
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**LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION**

4. Tamera L. Hildebrand-McDowell, Public Information Clerk, Development Services Department, for a one-year (fourth extension) special leave without pay ending May 1, 2021, with her name to be placed on the eligible lists for Public Information Clerk, Account Clerk, and Clerical Assistant II.  
Hire Date: November 5, 2001  
Reason: Maintain employment eligibility.  
Department Recommendation: Approval.

Approved.  
Speaking for staff was Eva Sanchez.
5. Schanquana M. Pemberton, Supervising Management Analyst, San Diego City Employees' Retirement System, for a one-year (second extension) special leave without pay ending July 15, 2021, 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.
6. Earlisha M. Scott, Recreation Aide, Parks and Recreation Department, for a one-year (second extension) special leave without pay ending May 30, 2021, with her name to be placed on the eligible lists for Recreation Aide and Work Service Aide.  
Hire Date: April 25, 1998  
Reason: Medical.  
Department Recommendation: Approval.

Approved.  
Speaking for staff was Eva Sanchez.
7. Brett A. Siegel, Librarian I, Library Department, for a one-year (fourth extension) special leave without pay ending July 14, 2021, 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.

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| <p>8. Teresa A. Smith, Clerical Assistant II, Office of the City Attorney, for a one-year special leave without pay ending May 18, 2021, with her job to be saved.<br/>         Hire Date: November 4, 2019<br/>         Reason: Personal.<br/>         Department Recommendation: Modification to name on eligible list.</p> | <p>Approved with modification to name on eligible list.<br/>         Speaking for staff was Eva Sanchez.</p> |
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**POLICY ITEMS - DISCUSSION**

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| <p>9. Michael A. Fulton, appealing the rejection of his reinstatement application for Lifeguard I.</p>               | <p>Approved.<br/>         Speaking for staff was Eva Sanchez.<br/>         Speaking was Michael A. Fulton.<br/>         Speaking for the department was James Gartland.</p> |
| <p>10. Matthew S. Paddock, appealing his conviction record disqualification for the position of Cement Finisher.</p> | <p>Denied.<br/>         Speaking for staff was Edgar Portilla.<br/>         Speaking was Matthew S. Paddock.</p>  |

**LEAVES OF ABSENCE WITHOUT PAY - IN ORDER**

11. David S. Villanueva, Grounds Maintenance Worker II, Parks and Recreation Department, for an eight-month special leave without pay ending July 6, 2020, with his job to be saved.  
 Hire Date: June 1, 2015  
 Reason: Medical.  
 Department Recommendation: Approval.

**LEAVES OF ABSENCE WITHOUT PAY - TOTAL**

Total Leave Requests	06	Family/Childcare/Maternity	00
Leave requests with job saved	02	Education/Training	01
Leave requests with name on list	04	Medical	02
Unclassified	00	Relocation	01
		Outside Employment	00
		Unclassified	00
		Other	02

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**ADJOURNMENT**

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

There being no further business, the meeting was adjourned at 1:36 p.m.

Lori Thacker, President

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