

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

Thursday, November 4, 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 1:04 p.m. Also present were Vice-President Maricela Amezola, Commissioner Jacquelyn R. Atkinson, and Commissioner Dr. Don E. Conley. Commissioner Aaron Olsen was 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 David Karlin.



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, November 4, 2021, at 1:00 p.m.  
Online Meeting

Click [here](#) to view meeting on Zoom Webinar at the scheduled time.

Until further notice, Civil Service Commission meetings will be conducted pursuant to the provisions of California Government Code section 54953(e), which allows the City to use teleconferencing and to provide the public an opportunity to address the Commission via a call-in option or an internet-based service option, during a proclaimed state of emergency when measures to promote social distancing are in effect of the Council of the City or San Diego has determined meeting in person would present imminent risks to the health or safety of attendees.

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 provisions of California Government Code section 54953(e), 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 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](mailto: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](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.\

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.

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**ITEMS FOR ACTION**

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**INTRODUCTION**

1. Roll Call.

**ACTION TAKEN/PENDING**

Present were President Lori Thacker, Vice-President Maricela Amezola, Commissioner Jacquelyn R. Atkinson, and Commissioner Dr. Don E. Conley. Commissioner Aaron Olsen 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 through 5 can be approved with one motion.)**

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| 2. | Approval of the minutes for the regular business meeting of October 7, 2021.                       | Approved items 2 through 5 with one motion. |
| 3. | Leaves of Absence Without Pay - In Order. Items 14 through 16.                                     |   |
| 4. | Approval of Exceptional Merit Increase for Jose Castillo Jr., Senior Disposal Site Representative. |   |
| 5. | Approval of Exceptional Merit Increase for Marci M. Garcia, Senior Code Compliance Supervisor.     |   |

**LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION**

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|----|---|--|
| 6. | Bahareh Asadolahi, Library Assistant III, Library Department, for a one-year (third extension) special leave without pay ending October 2, 2022, with her name to be placed on the eligible list for Library Assistant III. Hire Date: January 5, 2001 Reason: Personal. Department Recommendation: Approval. | Approved.<br>Speaking for staff was Eva Sanchez. |
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**POLICY ITEMS – DISCUSSION**

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|-----|---|--|
| 7.  | Revision to Civil Service Commission Rule XI (Resignation, Removal, Suspension, Demotion) Related to Conduct of Hearing.  | Approved.<br>Speaking for staff was Douglas Edwards. |
| 8.  | Request from the Development Services Department to exempt a Program Manager position from the Classified Service.  | Approved.<br>Speaking for staff was Grace Navarro.   |
| 9.  | Request from the Parks and Recreation Department to exempt an Assistant Department Director position and two Program Manager positions from the Classified Service. | Approved.<br>Speaking for staff was Grace Navarro.   |
| 10. | Request from the San Diego City Employees' Retirement System to exempt a Program Coordinator position from the Classified Service.                                  | Approved.<br>Speaking for staff was Grace Navarro.   |

11. Staff recommendations on Special Salary Adjustments for the Fiscal Year 2023 Salary Ordinance.

Recommended for Approval:

- 1) Fleet Technician Series
- 2) Property Agent Series
- 3) Public Information Officer Series

Approved.  
Speaking for staff was Grace Navarro.

1. **Fleet Technician Series - Request for Special Salary Adjustment of 10-15%**  
Approved 15% special salary adjustment for the Fleet Manager, Fleet Repair Supervisor, Fleet Team Leader, Master Fleet Technician, Fleet Technician, and Assistant Fleet Technician classifications.

2. **Property Agent Series - Request for Special Salary Adjustment of 17.3%**  
Approved 15% special salary adjustment for the Supervising Property Agent, Property Agent, Associate Property Agent, Assistant Property Agent, and Junior Property Agent classifications.

3. **Public Information Officer Series - Request for Special Salary Adjustment of 30%**  
Approved 30% special salary adjustment for the Supervising Public Information Officer, Senior Public Information Officer, and Public Information Officer classifications.

12. Reginald K. Cole, appealing his conviction record disqualification for the position of Sanitation Driver Trainee.

Denied.  
Applicant may reapply for City employment.  
Speaking for staff was Edgar Portilla.  
Speaking was Reginald K. Cole.

13. Marcus G. D. Evans, appealing his conviction record disqualification for the position of Grounds Maintenance Worker I.

Denied.  
Speaking for staff was Edgar Portilla.

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

- 14. Jose G. Delgado, Equipment Operator I, Parks and Recreation Department, for a six-month special leave without pay ending April 18, 2022, with his job to be saved.  
Hire Date: March 28, 1996  
Reason: Personal.  
Department Recommendation: Approval.
  
- 15. Jaime A. Vargas-Gonzalez, Heavy Truck Driver II, Transportation Department, for a three-month special leave without pay ending January 7, 2022, with his job to be saved.  
Hire Date: November 4, 2019  
Reason: Personal.  
Department Recommendation: Approval.

**LEAVES OF ABSENCE WITHOUT PAY – UNCLASSIFIED**

- 16. Bouthayna Khalil, Supervising Management Analyst, Development Services Department, for a leave of absence from the Classified Service effective August 21, 2021, while filling an unclassified position with her name to be placed on the appropriate eligible list.

**LEAVES OF ABSENCE WITHOUT PAY - TOTAL**

Total Leave Requests	04	Family/Childcare/Maternity	00
Leave requests with job saved	02	Education/Training	00
Leave requests with name on list	01	Medical	00
Unclassified	01	Relocation	00
		Outside Employment	00
		Unclassified	01
		Other	03

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**ADJOURNMENT**

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At 1:04 p.m., the Commission convened into open session. There being no further business, the meeting was adjourned at 1:35 p.m.

Lori Thacker, President