

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

MINUTES

Thursday, December 11, 2014, at 1:00 p.m.
Civil Service Commission Room, Civic Center Plaza
1200 Third Avenue, Suite 300
San Diego, California 92101

- A. The regular business meeting of the Civil Service Commission was called to order by President Mattheus E. Stephens at 1:12 p.m. Also present were Vice-President Joseph R. Kloberdanz and Commissioners Kathryn F. Ashworth, Edward S. Fletcher, and Maricela Amezola.

- B. The staff was represented by Personnel Director Hadi Dehghani and Assistant to the Director Saba Berenji. Serving as legal advisor to the Commission was Senior Deputy City Attorney Stuart H. Swett.

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ITEMS FOR ACTION

NOTE: The Commission will immediately go into closed session at 12:00 p.m. The regular business meeting will begin at 1:00 p.m.

INTRODUCTION

1. Roll Call.

2. Election of Officers.

ACTION TAKEN/PENDING

Present were President Mattheus E. Stephens, Vice-President Joseph R. Kloberdanz, and Commissioners Kathryn F. Ashworth, Edward S. Fletcher, and Maricela Amezola.

Re-elected as President was Mattheus E. Stephens.
Re-elected as Vice President was Joseph R. Kloberdanz.

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.)

President Stephens acknowledged Donna Hawthorne as the Personnel Department's Employee of the Quarter.

Time allotted to each speaker is determined by the

CONSENT AGENDA (Items 3 and 4 can be approved with one motion.)

- 3. Approval of the minutes for the regular business meeting of November 5, 2014. Approved.
- 4. Leave of Absence Without Pay - In Order. Item 20. Approved.

LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

- 5. Joshua A. Carlton, Grounds Maintenance Worker II, Park and Recreation Department, for a one-year (second extension) special leave without pay ending December 1, 2015, with his name to be placed on the eligible list for Grounds Maintenance Worker II.
Hire Date: January 13, 2007
Reason: Family care.
Department Recommendation: Approval. Approved.
Speaking for staff was Colin Brazile.
- 6. Steveland R. Cunningham, Laborer, Public Utilities Department, for a four-month (first extension) special leave without pay ending March 13, 2015, with his name to be placed on the eligible list for Laborer.
Hire Date: February 18, 2009
Reason: Maintain employment eligibility.
Department Recommendation: Approval. Approved.
Speaking for staff was Colin Brazile.

POLICY ITEMS - DISCUSSION

- 7. Approval of Exceptional Merit Increase for Carmen Bravo, Public Information Clerk. Approved.
Speaking for staff was Colin Brazile.
- 8. Approval of Exceptional Merit Increase for Michael L. Clark, Senior Budget Development Analyst. Approved.
Speaking for staff was Colin Brazile.

9. Approval of Exceptional Merit Increase for Rosemarie Cole, Legal Secretary II. Approved.
Speaking for staff was Colin Brazile.
10. Approval of Exceptional Merit Increase for Madison M. Diamond, Administrative Aide II. Approved.
Speaking for staff was Colin Brazile.
11. Approval of Exceptional Merit Increase for Michelle T. Frick, Executive Secretary. Approved.
Speaking for staff was Colin Brazile.
12. Approval of Exceptional Merit Increase for Carmen Garcia-Romo, Supervising Management Analyst. Approved.
Speaking for staff was Colin Brazile.
13. Approval of Exceptional Merit Increase for Izumi Rhoades, Associate Department HR Analyst. Approved.
Speaking for staff was Colin Brazile.
14. Approval of Exceptional Merit Increase for Huw Williams, Senior Communications Engineer. Approved.
Speaking for staff was Colin Brazile.
15. Approval of Exceptional Merit Increase for Michael Williams, Water Production Superintendent. Approved.
Speaking for staff was Colin Brazile.
16. Approval of Exceptional Merit Increase for Zachary Vanslager, Assistant Chemist. Approved.
Speaking for staff was Colin Brazile.
17. Requests from the Ethics Commission to exempt two Program Manager positions and one Program Coordinator position from the Classified Service. Approved.
Speaking for staff was Darren Keenaghan.

18. Staff recommendations on new classes for the Fiscal Year 2015-2016 salary ordinance. Approved.
Speaking for staff was Darren Keenaghan.
Speaking was Assistant Fire Chief Brian Fennessy.
19. Request from Steve Choi, Fire Engineer, to review the written exercise, grading criteria, evaluation form, and procedural standard for saving the document utilized for the written exercise component of the Fire Captain (N10422) promotional examination process. Continued.
Speaking for staff was Doug Edwards.
Speaking was Christopher C. Saldana.

LEAVES OF ABSENCE WITHOUT PAY - UNCLASSIFIED

20. Caryn McGriff, Accountant IV, Office of the City Comptroller, for a leave of absence from the Classified Service effective September 13, 2014, 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	Family/Childcare/Maternity	01
03	Education/Training	00
Leave requests with job saved	Medical	00
00	Relocation	00
Leave requests with name on list	Outside Employment	00
03	Unclassified	01
Unclassified	Other	01
00		

ITEMS FOR INFORMATION

NEW BUSINESS

CLOSED SESSION

The Commission will meet in Closed Session with the following agenda:

- I. Deliberation on disciplinary appeals pursuant to Government Code Section 54957:
 - a. Kyle Kutzke – 72-hour suspension reduced to 60-hour suspension.
 - b. David Lugo – Termination upheld.

ADJOURNMENT

At 1:12 p.m. the Commission convened into open session. There being no further business, the meeting was adjourned at 1:53 p.m.

Mattheus E. Stephens, President

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