

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

Thursday, November 7, 2024, at 1:00 p.m.
Civil Service Commission Room
Civic Center Plaza
1200 Third Ave, Suite 300
San Diego, California 92101

- A. The regular business meeting of the Civil Service Commission was called to order by President Sunday Gover at 1:05 p.m. Also present were Commissioner Samuel Merrill and Commissioner Will Moore. Vice President Nicolaz Portillo and Commissioner Trang Pham were absent.
- B. The staff was represented by Personnel Director David Dalager, Assistant Personnel Director Anne Lamien 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

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

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ITEMS FOR ACTION

INTRODUCTION

1. Roll Call.

2. Report Out of Closed Session.

ACTION TAKEN/PENDING

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

At 1:06 p.m., Saba O'Neal reported out the actions of closed session.

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 17 can be approved with one motion.)

3. Approval of the minutes for the regular meeting of October 3, 2024.

Commissioner Moore made a motion pull Item 17 from the consent agenda and take Item 26 out of order. Commissioner Merrill seconded the motion.
Approved 3-0.

Commissioner Moore made a motion to approve Items 3 through 16. Commissioner Merrill seconded the motion.
Approved 3-0.

4. Approval of Exceptional Merit Increase for Patricia A. Betancourt, Account Clerk.
5. Approval of Exceptional Merit Increase for Bradley S. Donaldson, Instrumentation and Control Technician.
6. Approval of Exceptional Merit Increase for Oscar G. Gomez, Administrative Aide II.
7. Approval of Exceptional Merit Increase for Caleb J. Martin, Area Manager.
8. Request from the Personnel Director to merge the current Equipment Operator II eligible list (T11853) with the new Equipment Operator II eligible list (T11903).

9. Request from the Personnel Director to merge the current Master Fleet Technician eligible list (T11474) with the new Master Fleet Technician eligible list (T11901).
10. Adriana N. Green, Police Officer II, Police Department, for a one-year (first extension) special leave without pay ending October 15, 2025, with their job to be saved.
Hire Date: August 30, 2018
Reason: Family care.
Department Recommendation: Approval.
11. Jonathan R. Holloway Jr., Utility Worker I, Public Utilities Department, for a one-year special leave without pay ending November 7, 2025, with their name to be placed on the eligible lists for Utility Worker I and Laborer.
Hire Date: September 9, 2019
Reason: Loss of Commercial Driver License.
Department Recommendation: Approval.
12. Joshua R. Parr, Fleet Technician, General Services Department, for a one-year (first extension) special leave without pay ending October 5, 2025, with their name to be placed on the eligible list for Fleet Technician.
Hire Date: June 6, 2005
Reason: Maintain employment eligibility.
Department Recommendation: Approval.
13. Faasaviliga V. Tafao-Castro, Laborer, Public Utilities Department, for a one-year special leave without pay ending November 7, 2025, with their name to be placed on the eligible list for Laborer.
Hire Date: October 26, 2020
Reason: Need additional time to obtain Grade D2 certification.
Department Recommendation: Approval.
14. Willy M. Melendez, Fire Battalion Chief, Fire-Rescue Department, for a leave of absence from the Classified Service effective September 28, 2024, while filling an unclassified position with their name to be placed on the appropriate eligible list.
Hire Date: July 7, 2001

15. Theodore C. Moran, Fire Battalion Chief, Fire-Rescue Department, for a leave of absence from the Classified Service effective September 28, 2024, while filling an unclassified position with their name to be placed on the appropriate eligible list.
Hire Date: November 1, 1997
16. Request from the San Diego Fire-Rescue Department to exempt an Assistant Fire Chief position from the Classified Service.
17. Approval of retention of Daveney Pate Morris & Cameron, LLP and request for a conflict of interest waiver.

This action authorizes the retention and waiver of conflict of interest requested by Daveney Pate Morris & Cameron, LLP and consenting to its representation of the Civil Service Commission in the matter of *Michael W. Fink, Jr. v. City of San Diego*, San Diego Superior Court Case No. 24CU004259C (consolidated with *City of San Diego v. Civil Service Commission of the City of San Diego*, San Diego Superior Court Case No. 24CU005449C)

Commissioner Merrill made a motion to approve the retention of outside counsel and the waiver of conflict of interest as well as for outside counsel to provide a briefing at the next closed session.
Commissioner Moore seconded the motion.
Approved 3-0.
Speaking for staff was Saba O'Neal.

LEAVE OF ABSENCE WITHOUT PAY – DISCUSSION

18. Bahareh Asadolahi, Library Assistant III, Library Department, for a one-year (sixth extension) special leave without pay ending October 2, 2025, with their name to be placed on the eligible list for Library Assistant III.
Hire Date: January 5, 2001
Reason: Family care.
Department Recommendation: Denial.
19. Leonardo D. Chavez Bobadilla, Sanitation Driver II, Environmental Services Department, for a one-year special leave without pay ending September 29, 2025, with their job to be saved.
Hire Date: August 5, 2019
Reason: Loss of Commercial Driver License.
Department Recommendation: Modification to name on eligible list.

Commissioner Merrill made a motion to deny the request.
Commissioner Moore seconded the motion.
Approved 3-0.
Speaking for staff was Carissa Rosemore.
Speaking for the department was Jennifer Jenkins.

Commissioner Merrill made a motion to approve the request but the motion failed.
Commissioner Moore made a motion to approve the request with modification to name on eligible list.
President Gover seconded the motion.
Approved 3-0.
Speaking for staff was Carissa Rosemore.
Speaking was Leonardo D. Chavez Bobadilla.

20. Luis C. Manriquez Jr., Associate Engineer – Civil, Public Utilities Department, for a one-year special leave without pay ending October 3, 2025, with their job to be saved.
Hire Date: June 29, 2009
Reason: Personal.
Department Recommendation: Modification to name on eligible list.

Commissioner Moore made a motion to approve the request with modification to name on eligible list. Commissioner Merrill seconded the motion.
Approved 3-0.
Speaking for staff was Carissa Rosemore.
Speaking for the department was Craig Boyd.
Speaking was Luis C. Manriquez Jr.
21. Aljael A. Ramirez, Fire Engineer, Fire-Rescue Department, for a five-month special leave without pay ending May 1, 2025, with their name to be placed on the eligible lists for Fire Engineer, Fire Fighter II, and Fire Fighter I.
Hire Date: July 18, 2015
Reason: Outside employment.
Department Recommendation: Approval.

Commissioner Moore made a motion to approve the request. Commissioner Merrill seconded the motion.
Approved 3-0.
Speaking for staff was Carissa Rosemore.
Speaking for the department were Willy Melendez and James Gaboury.
22. Kayleigh O. Ray, Police Officer I, Police Department, for a ten-month special leave without pay ending August 1, 2025, with their job to be saved.
Hire Date: August 25, 2022
Reason: Childcare.
Department Recommendation: Modification to name on eligible list.

Commissioner Moore made a motion to approve the request. Commissioner Merrill seconded the motion.
Approved 3-0.
Speaking for staff was Carissa Rosemore.
Speaking for the department was Silvia Satrom.
23. Shabnam Shahriari, Plan Review Specialist III, Development Services Department, for a one-year special leave without pay ending July 9, 2025, with their job to be saved.
Hire Date: May 1, 2021
Reason: Medical and childcare.
Department Recommendation: Modification to name on eligible list.

Commissioner Merrill made a motion to approve the request. President Gover seconded the motion.
Approved 3-0.
Speaking for staff was Carissa Rosemore.
Speaking for the department was Rimah Khouri-Velez.
Speaking was Shabnam Shahriari.

POLICY ITEMS – DISCUSSION

24. Staff recommendations on special salary adjustments for the Fiscal Year 2026 Salary Ordinance.

Recommended for Approval:

- 1) Senior Control Systems Engineer
- 2) Senior Victim Services Coordinator

Withdrawn:

- 3) Police Payroll Specialist I, Police Payroll Specialist II, Police Payroll Supervisor

Speaking for staff was Rachel McDonald-Hernandez

Recommended for Approval:

1) Senior Control Systems Engineer

Commissioner Moore made a motion to approve a special salary adjustment of 14% for the Senior Control Systems Engineer classification and Associate Engineer – Control Systems classification.

Commissioner Merrill seconded the motion.

Approved 3-0.

2) Senior Victim Services Coordinator

Commissioner Moore made a motion to approve a special salary adjustment of 10% for the Senior Victim Services Coordinator classification.

Commissioner Merrill seconded the motion.

Approved 3-0.

INFORMATIONAL ITEMS

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

Informational item only.

A joint hiring hall was conducted in late October to fill positions underfilled by Laborer and Ground Maintenance Worker classifications. 273 interviews were conducted over two days with nine interview panels. Over 60 job offers were made so far. The Personnel Department has procured a new mobile fingerprinting machine which was recently used for two one-stop shop events. This resulted in a total of seven candidates per hour processed by staff. A Public Safety Dispatcher career fair was conducted in late October wherein 125 people attended the event, 45 applications were submitted, and 15 candidates were scheduled to take the CritiCall test.

Speaking was David Dalager.

26. Request from Commissioner Moore inviting the Chief Operating Officer, or their designee, to address the Civil Service Commission.

Informational item only.
Speaking for staff was Saba O'Neal.
Speaking was Fire Chief Robert Logan.

ADJOURNMENT

At 1:05 p.m., the meeting commenced.

There being no further business, the meeting was adjourned at 2:18 p.m.

Sunday Gover, President



SAN DIEGO FIRE-RESCUE DEPARTMENT

About Me

- ▣ Born and Raised in San Diego
- ▣ Lincoln Park, Fire Station 12
inspired me to become a firefighter
- ▣ Hired in 1999 as EMT
- ▣ Hired in 2000 as firefighter



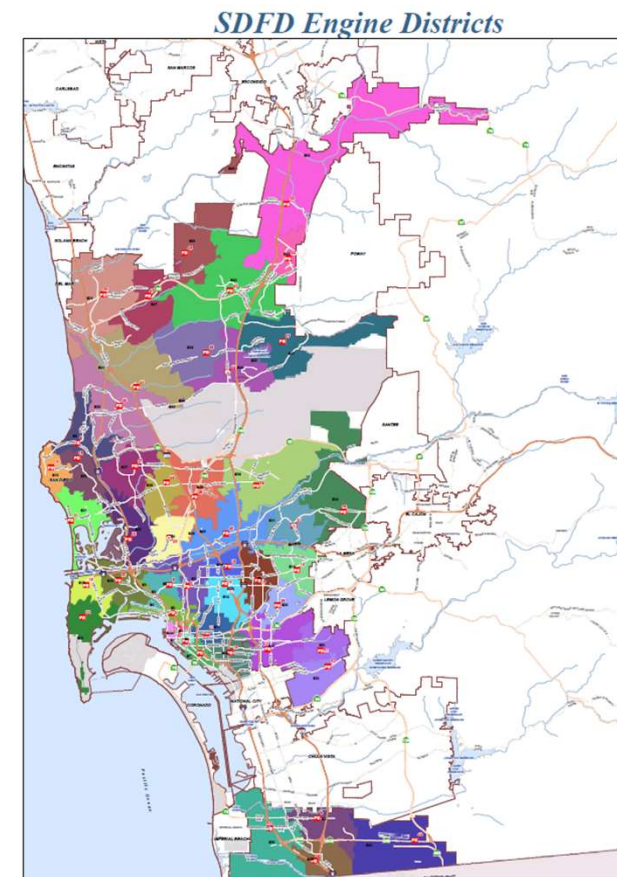
About Me

- 19th Fire Chief of SDFD
- 3rd African American to hold position in 134-year history
- Previously Deputy Chief of Employee Services, managing recruitment, health and safety, training, community outreach, and professional standards.



City of San Diego Service Area

- Total Service Area: 343 square miles
- Population Served: 1,419,845
- Coastline Coverage: 17 miles, 3 miles offshore



San Diego Fire-Rescue

- 997 Badged firefighters (Nov 2024)
- 50 Fire Stations
 - ▣ Airport
 - ▣ Air Ops
 - ▣ Squad 57
 - ▣ 52 Fire Engines/13 Trucks
 - ▣ 11 Brush/2 Copters



San Diego Fire-Rescue

□ All Hazards

▣ Fire

▣ EMS

▣ Special Operations

■ Hazmat

■ Rescue TRT/USAR

■ Bomb Squad

■ MAST (Metro Arson Strike Team)

■ Events/Emergency Management

■ Air Operations



San Diego Fire-Rescue

□ Lifeguards

- ▣ 122 Full time personnel
- ▣ 225 Seasonal personnel
- ▣ 10 Rescue Boats
- ▣ 4 Fire Boats
- ▣ 38 Toyota Trucks
- ▣ 1 Rescue Vehicle
- ▣ **Responses for 2024**
- ▣ 7239 Water Rescues
- ▣ 47 Cliff Rescues
- ▣ 130 Swiftwater Flood Rescues





Mission Statement

- To serve the community of San Diego by providing the highest level of emergency/rescue services, hazard prevention, and safety education, ensuring the protection of life, property, and the environment.



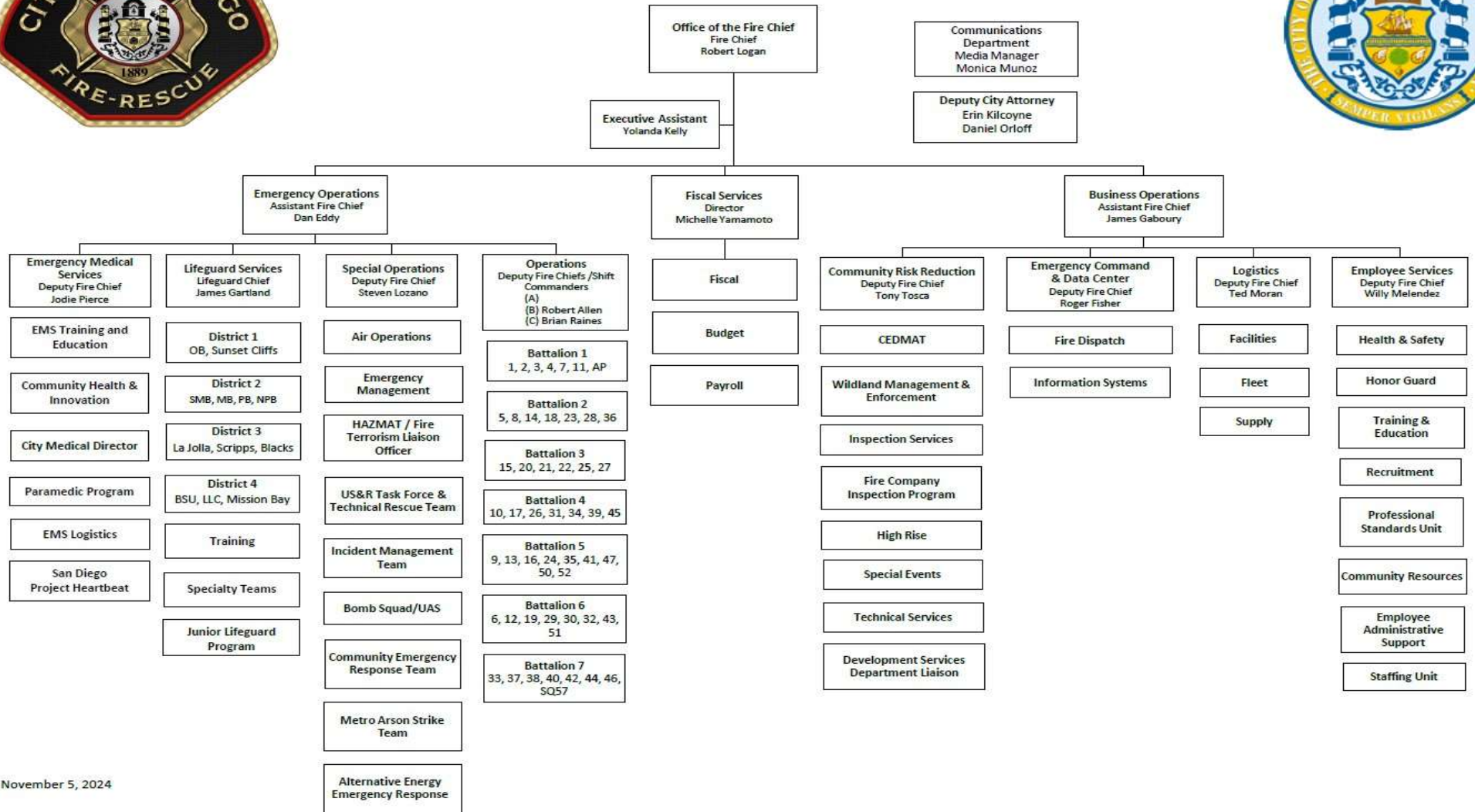
Fire Chief Vision

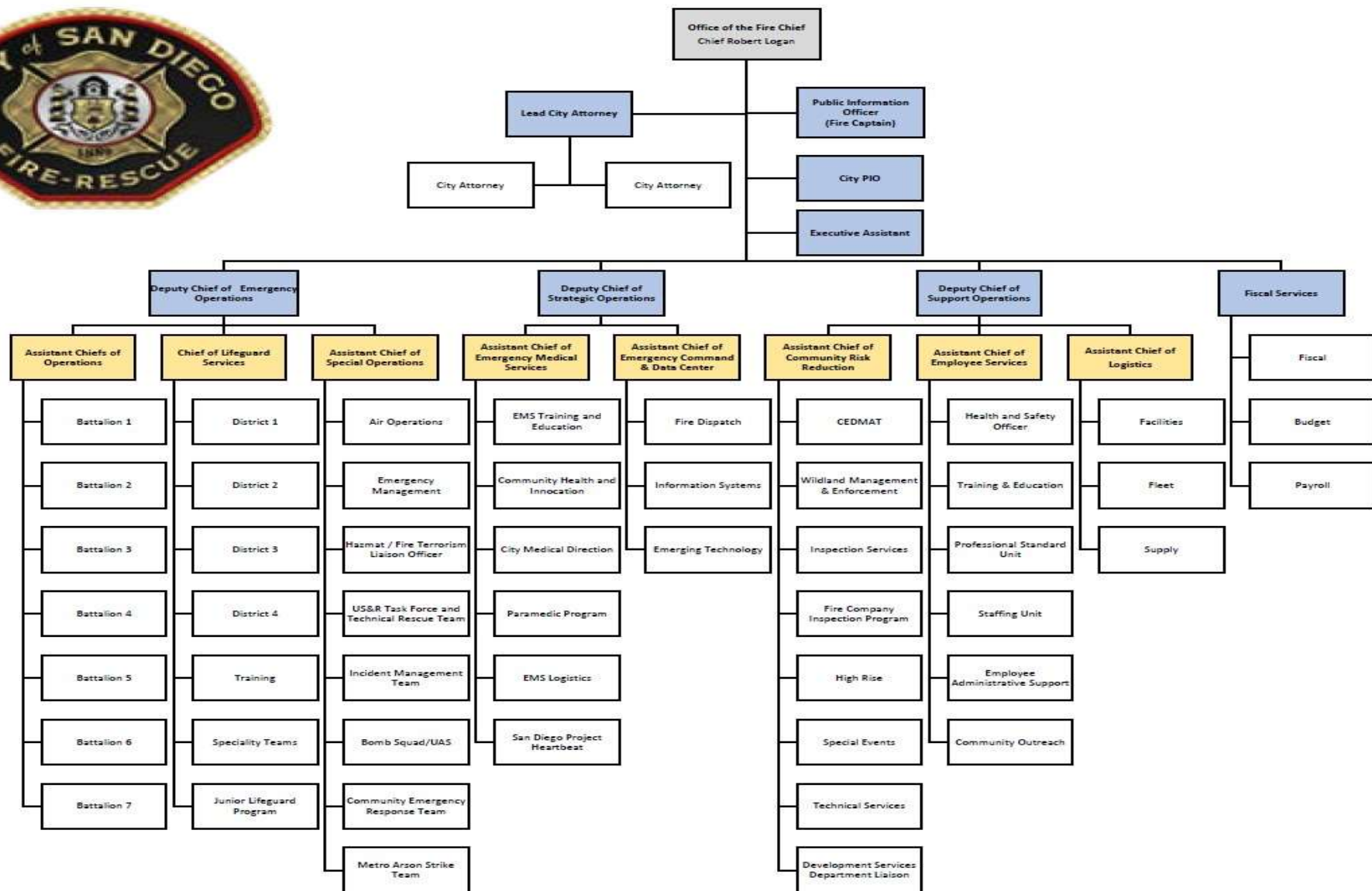
- ❑ SDFD PERSONNEL ARE THE VISION
- ❑ Build a high-performing, mature team where each member shares responsibility and excels
- ❑ Supervisors play a crucial role in reinforcing this vision





SAN DIEGO FIRE-RESCUE DEPARTMENT





Fire Chief Letter to the Workforce

- Immediate goal is to foster an environment where every department member feels valued, supported, and empowered
- The emotional well-being of our employees is crucial
 - ▣ Services including Wellness Program, EAP, and FOCUS



Fire Chief Letter to the Workforce

□ Discipline

- It is important that disciplinary matters are handled swiftly and fairly
- Administrative investigations and disciplinary actions should be managed efficiently with respect for all involved
- Confidentiality shall be maintained to the greatest extent possible and that all employees are treated with dignity and respect without exception

Fire Chief Letter to the Workforce

- Supportive Confrontation
 - ▣ Address problems openly and honestly while disallowing personality conflicts to harm the work environment
 - ▣ Addressing issues professionally helps maintain the dignity and respect for all, enhances mutual influence, and allows for flexibility

Fire Chief Letter to the Workforce

- Community Involvement
 - ▣ Building solid relationships with the community is vital
 - ▣ Paramount that all employees are courteous, respect citizens, and stay informed about community issues
 - ▣ Proactively identifying problems, developing solutions, and following through with our community to ensure their needs have been met

CERT

- Community Emergency Response Team
 - ▣ Training citizens in disaster preparedness and readiness
 - ▣ “Train and Retain” 5 – day CERT Academy for active members
 - ▣ “Listos Aware and Prepare” 1-day 8-hour course in Spanish
 - ▣ “Community Outreach Workshops” 1-2-hour training
 - ▣ Join Here:





Thank you! Questions?

Pictures can also be presented more dramatically in widescreen.

