

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

Thursday, February 6, 2025, 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 1:00 p.m. Also present were Vice President Nicolaz Portillo, Commissioner Samuel Merrill, Commissioner Will Moore, and Commissioner Trang Pham.
- B. The staff was represented by Personnel Director David Dalager, Assistant Personnel Director Anne Lamén 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

**AGENDA**

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

Thursday, February 6, 2025, at 1:00 p.m.  
Civil Service Commission Room  
Civic Center Plaza  
1200 Third Ave, Suite 300  
San Diego, California 92101

This information will be made available in alternative formats upon request, as required by the Americans with Disabilities Act (ADA), by contacting Robin Recendez at 619-236-6400 or [personnel@sandiego.gov](mailto:personnel@sandiego.gov). 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 Robin Recendez at 619-236-6400 or [personnel@sandiego.gov](mailto:personnel@sandiego.gov). Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services, or interpreters, require different lead times, ranging from five business days to two weeks. Please keep this in mind and provide as much advance notice as possible in order to ensure availability. The Civil Service Commission is committed to resolving accessibility requests swiftly in order to maximize accessibility.

---

**ITEMS FOR ACTION**

---

**INTRODUCTION**

1. Roll Call.
2. Report Out of Closed Session.

**ACTION TAKEN/PENDING**

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

At 1:01 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.)

Speaking for MEA was Nick Wright.

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 21 can be approved with one motion.)**

3. Approval of the minutes for the regular meeting of December 5, 2024.

Commissioner Moore made a motion to approve items 3 through 13, and 15-21.  
Commissioner Merrill seconded the motion.  
Approved 5-0.  
Item 14 was withdrawn.

4. Approval of Exceptional Merit Increase for Juan C. Aguilar, Park Ranger.
5. Approval of Exceptional Merit Increase for Ali S. Fakhrzadeh, Associate Engineer - Civil.
6. Approval of Exceptional Merit Increase for Gwendolyn H. Hsu, Account Clerk.
7. Approval of Exceptional Merit Increase for Hector M. Rios, Development Project Manager II.
8. Request from the Personnel Director to use City employees as raters for the Fire Battalion Chief examination.
9. Request from the Personnel Director to use City employees as raters for the Fire Captain examination.

10. Reham N. Al Saeed, Assistant Engineer – Civil, Engineering and Capital Projects Department, for a six-month special leave without pay ending June 13, 2025, with their job to be saved.  
Hire Date: May 6, 2019  
Reason: Childcare.  
Department Recommendation: Approval.
11. Carlos D. Brown, Laborer, Public Utilities Department, for a one-year special leave without pay ending February 6, 2026, with their name to be placed on the eligible list for Laborer.  
Hire Date: July 8, 2023  
Reason: Medical.  
Department Recommendation: Approval.
12. Reginald R. Gobaleza, Library Assistant III, Library Department, for a one-year (first extension) special leave without pay ending December 8, 2025, with their name to be saved on the eligible list for Library Assistant III.  
Hire Date: September 4, 2012  
Reason: Education.  
Department Recommendation: Approval.
13. Courtney L. Skillman, Account Clerk, Public Utilities Department, for a one-year special leave without pay ending January 14, 2026, with their job to be saved.  
Hire Date: January 11, 2022  
Reason: Medical.  
Department Recommendation: Approval.
14. Kenneth White, Laborer, Public Utilities Department, for a one-year special leave without pay ending February 14, 2026, with their name to be placed on the eligible list for Laborer.  
Hire Date: April 3, 2023  
Reason: Loss of Commercial Driver License.  
Department Recommendation: Approval. Withdrawn.
15. Mastaneh Ashrafzadeh, Senior Civil Engineer, Engineering and Capital Projects Department, for a leave of absence from the Classified Service effective October 7, 2024, while filling an unclassified position with their name to be placed on the appropriate eligible list.  
Hire Date: January 19, 2005

16. Brent L. Brainard, Fire Battalion Chief, Fire-Rescue Department, for a leave of absence from the Classified Service effective December 7, 2024, while filling an unclassified position with their name to be placed on the appropriate eligible list.  
Hire Date: February 11, 2002
17. Rashida A. Jackson, Senior Management Analyst, Public Utilities Department, for a leave of absence from the Classified Service effective September 4, 2021, while filling an unclassified position with their name to be placed on the appropriate eligible list.  
Hire Date: January 20, 2004
18. Salome Y. Martinez, District Manager, Parks and Recreation Department, for a leave of absence from the Classified Service effective October 17, 2022, while filling an unclassified position with their name to be placed on the appropriate eligible list.  
Hire Date: April 9, 2002
19. Johnny T. Navarro, Public Works Superintendent, Transportation Department, for a leave of absence from the Classified Service effective January 18, 2025, while temporarily filling an unclassified position with their job to be saved. If selected for permanent appointment, this leave will be modified from job saved to name on eligible list.  
Hire Date: November 14, 2011
20. Rebecca L. Newell, Fire Battalion Chief, Fire-Rescue Department, for a leave of absence from the Classified Service effective January 4, 2025, while filling an unclassified position with their name to be placed on the appropriate eligible list.  
Hire Date: October 7, 1996
21. Approval of the minutes for the Joint Apprenticeship Committee meeting of July 22, 2024.

**LEAVE OF ABSENCE WITHOUT PAY – DISCUSSION**

22. Maria Yousufi, Police Officer II, Police Department, for a one-year special leave without pay ending December 9, 2025, with their job to be saved.  
Hire Date: February 24, 2022  
Reason: Outside Employment.  
Department Recommendation: Modification to name on eligible list.

Commissioner Moore made a motion to approve the request with modification to name on eligible list. Vice President Portillo seconded the motion.  
Approved 5-0.  
Speaking for staff was Carissa Rosemore.

**POLICY ITEMS – DISCUSSION**

23. Proposed Salary Review Process for Fiscal Year 2027.

Commissioner Moore made a motion to approve the Salary Review Process. Commissioner Pham seconded the motion.  
Approved 5-0.  
Speaking for staff was Rachel McDonald-Hernandez.

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

**Recommended for Approval:**

- 1) Seven-Gang Mower Operator

**Not Recommended for Approval:**

- 2) Aquatics Technician Supervisor, Aquatics Technician II, and Aquatics Technician I  
3) Heavy Truck Driver II and Heavy Truck Driver I  
4) Helicopter Mechanic  
5) Painter

Speaking for staff was Rachel McDonald-Hernandez.

**1) Seven-Gang Mower Operator**

Vice President Portillo made a motion to approve staff's recommendation for a special salary adjustment of 4% for the Seven-Gang Mower Operator classification.  
Commissioner Merrill seconded the motion.  
Approved 5-0.

**2) Aquatics Technician Supervisor, Aquatics Technician II, and Aquatics Technician I**

Commissioner Merrill made a motion to approve a special salary adjustment of 15% for the Aquatics Technician Supervisor, Aquatics Technician II, and Aquatics Technician I classifications.  
Commissioner Pham seconded the motion.  
Approved 5-0.  
Speaking for the Parks & Recreation Department was Louis Merlin.  
Speaking for Local 127 was Andres Alva-Cardenas.

**3) Heavy Truck Driver II and Heavy Truck Driver I**

Commissioner Merrill made a motion to approve a special salary adjustment of 40% for the Heavy Truck Driver II and Heavy Truck Driver I classifications.

Vice President Portillo seconded the motion.

Approved 5-0.

Speaking for the Parks & Recreation Department were Louis Merlin and Patrick Hadley.

Speaking for Local 127 were Andres Alva-Cardenas and Tim Douglass.

**4) Helicopter Mechanic**

Vice President Portillo made a motion to approve a special salary adjustment of 15% for the Helicopter Mechanic classification.

Commissioner Pham seconded the motion.

Approved 5-0.

Speaking for Local 127 were Andres Alva-Cardenas and Tim Douglass.

Speaking was Daniel Fritz.

**5) Painter**

Vice President Portillo made a motion to approve a special salary adjustment of 15% for the Painter Supervisor and Painter classifications.

Commissioner Merrill seconded the motion.

Approved 5-0.

Speaking for Local 127 was Andres Alva-Cardenas.

Speaking was Kevin Moore.

Speaking was Jesus Dominguez

**INFORMATIONAL ITEMS**

25. Report on limited and restricted appointments and special shift differential positions for CY 2024.

Informational item only.  
Speaking for staff was Carissa Rosemore.

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

Informational item only.  
Speaking for the Personnel Department was David Dalager.

The Personnel Department launched a pilot program with the six Outstation departments on January 2, 2025, aimed at implementing process enhancements developed over the past eight months in collaboration with a consultant and operating department partners. The Personnel Department successfully collaborated with several nonprofit organizations and prioritized engagement with key community groups, participating in veteran, minority, and refugee-focused events. These efforts have helped connect with underserved populations and expand employment opportunities across the region.

Personnel has collaborated with various City departments to support targeted career fairs, offering job seekers the opportunity to speak directly with recruiters and even apply on-site. To enhance workforce partnerships, the Personnel Department participates in Employer Advisory Boards at Grossmont College and University of San Diego. Over the past calendar year, staff participated in more than 250 community events, Employment Information Sessions, career counseling sessions, and career fairs. A key aspect of outreach efforts has been the Employment Information Sessions, which were held across all City library branches, allowing for both in-person and virtual attendance. In total, 84 sessions have been conducted, ensuring each library branch was visited at least twice this year. Due to high demand, Library Branch Managers have invited Personnel staff to return to further engage with the community.

Majority of departments in the City are facing a potential 20% reduction for budget efficiencies. The City is currently exploring various budget shortfall mitigation efforts.

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

Nothing to report.



---

---

At 1:00 p.m., the meeting commenced.

There being no further business, the meeting was adjourned at 2:23 p.m.

Sunday Gover, President

I:\CSC\AGENDA\Minutes\2025\1. February 6, 2025 - Minutes.doc