

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

Thursday, May 1, 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 Nicolaz Portillo at 1:00 p.m. Also present were Vice President Will Moore and Commissioner Samuel Merrill. Commissioner Trang Pham was 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 Deputy City Attorney Jose Garcia Jr.



City of San Diego
Civil Service Commission

MINUTES

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

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ITEMS FOR ACTION

INTRODUCTION

1. Roll Call.

ACTION TAKEN/PENDING

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

2. Report Out of Closed Session.

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.)

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 to 11 can be approved with one motion.)

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| 3. | Approval of the minutes for the regular meeting of March 6, 2025. | Vice President Moore made a motion to approve the consent agenda. Commissioner Merrill seconded the motion.
Approved 3-0. |
| 4. | Approval of Exceptional Merit Increase for Andres Molina, Administrative Aide I. | |
| 5. | Request from the Personnel Director to merge the current Dispatcher I eligible list (T10956) with the new Dispatcher I eligible list (T11936). | |
| 6. | Request from the Personnel Director to merge the current Dispatcher II eligible list (T10957) with the new Dispatcher II eligible list (T11937). | |
| 7. | Request from the Personnel Director to merge the current Fire Dispatcher eligible list (T11599) with the new Fire Dispatcher eligible list (T11938). | |
| 8. | Request from the Personnel Director to merge the current Fire Recruit eligible list (T11811) with the new Fire Recruit eligible list (T11918). | |
| 9. | Tomas M. Barkle, Structural Inspector I, Development Services Department, for a seven-month special leave without pay ending November 11, 2025, with their job to be saved.
Hire Date: February 6, 2017
Reason: Need additional time to obtain ICC certification.
Department Recommendation: Approve. | |

10. Emily M. Hernandez, Associate Department Human Resources Analyst, Public Utilities Department, for a one-year special leave without pay ending March 31, 2026, with their name to be placed on the eligible lists for Associate Department Human Resources Analyst and Associate Management Analyst.
Hire Date: October 24, 2022
Reason: Childcare.
Department Recommendation: Approve.
11. Samuel O. Ramirez, Assistant Fleet Technician, General Services Department, for a one-year (first extension) special leave without pay ending May 4, 2026, with their name to be placed on the eligible lists for Assistant Fleet Technician, Motive Service Technician, Fleet Attendant, and Motive Service Trainee.
Hire Date: January 23, 2021
Reason: Failure to obtain Commercial Driver License.
Department Recommendation: Approve.

LEAVE OF ABSENCE WITHOUT PAY – DISCUSSION

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| <ol style="list-style-type: none">12. Isaiah G. Cross, Utility Worker II, Transportation Department, for a one-year (first extension) special leave without pay ending February 12, 2026, with their name to be placed on the eligible list for Utility Worker II.
Hire Date: May 3, 2011
Reason: Medical.
Department Recommendation: Deny.13. Lori M. Jones, Laboratory Technician, Public Utilities Department, for a one-year special leave without pay ending April 27, 2026, with their job to be saved.
Hire Date: April 26, 2021
Reason: Outside Employment.
Department Recommendation: Modify to name on eligible list. | <p>Vice President Moore made a motion to deny the request.
President Portillo seconded the motion.
Denied 3-0.
Speaking for staff was Carissa Rosemore.
Speaking for the department was Philip Lowrey.</p> <p>Vice President Moore made a motion to approve the request with modification to name on eligible list.
President Portillo seconded the motion.
Approved 3-0.
Speaking for staff was Carissa Rosemore.
Speaking for the department was Violet Renick.
Speaking was Lori M. Jones.</p> |
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14. Angela M. Shelton, Recreation Center Director II, Parks and Recreation Department, for a one-year (third extension) special leave without pay ending March 21, 2026, with their name to be placed on the eligible lists for Recreation Center Director II, Recreation Center Director I, Assistant Recreation Center Director, Recreation Leader II, and Recreation Leader I.
Hire Date: March 19, 2015
Reason: Family care and maintain employment eligibility.
Department Recommendation: Approve.

Vice President Moore made a motion to approve the request.
President Portillo seconded the motion.
Approved 3-0.
Speaking for staff was Carissa Rosemore.
Speaking for the department was Louis Merlin.
Speaking was Angela. M. Shelton.

POLICY ITEMS – DISCUSSION

15. Staff recommendations on overtime eligibility for new classifications.

Vice President Moore made a motion to approve staff's recommendations.
Commissioner Merrill seconded the motion.
Approved 3-0.
Speaking for staff was Rachel McDonald-Hernandez.
Eligible for Premium Rate Overtime
1) Senior Pump Station Operations Supervisor
2) Pump Station Operations Superintendent

INFORMATIONAL ITEMS

16. Request from Vice President Moore for a report from the Personnel Director.

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

The Personnel Director provided an update on two successes involving department partnerships with the Environmental Services Department and the Parks and Recreation Department. Personnel Department raters administered approximately 100 bilingual tests utilizing remote testing, over a two-week period, for the Environmental Services Department. Personnel staff held a 1-stop shop hiring event for seasonal Pool Guards for the Parks and Recreation Department. Personnel's proposed budget is resulting in direct impact to two staff members.

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| 17. Request from Vice President Moore inviting City Administration to address the Civil Service Commission. | Nothing to report. |
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At 1:00 p.m., the meeting commenced.

There being no further business, the meeting was adjourned at 1:24 p.m.

Nicolaz Portillo, President