

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

Thursday, November 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 Nicolaz Portillo at 1:00 p.m. Also present were Commissioner Joy Freeman, Commissioner Samuel Merrill, and Vice President Will Moore. 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 Senior Deputy City Attorney David Karlin.



City of San Diego
Civil Service Commission

MINUTES

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

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ITEMS FOR ACTION

INTRODUCTION

1. Roll Call.

ACTION TAKEN/PENDING

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

2. Report Out of Closed Session.

At 1:00 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 10 can be approved with one motion.)

3. Approval of the minutes for the regular meeting of October 2, 2025. Commissioner Freeman made a motion to approve items 3-10. Commissioner Moore second the motion. Approved 4-0.
4. Shang N. Ahmad, Assistant Engineer- Civil, Engineering and Capital Projects Department, for a six-month special leave without pay ending April 15, 2026, with their job to be saved.
Hire Date: November 29, 2021
Reason: Personal.
Recommendation: Approve.
5. Nada Y. Elyas, Library Assistant III, Library Department, for a one-year (third extension) special leave without pay ending August 20, 2026, with their name to be placed on the eligible list for Library Assistant III.
Hire Date: November 3, 2014
Reason: Childcare.
Recommendation: Approve.
6. Adriana N. Green, Police Officer II, Police Department, for a one-year (second extension) special leave without pay ending November 15, 2026, with their job to be saved.
Hire Date: August 30, 2018
Reason: Family Care.
Recommendation: Approve.
7. Regina M. Pangelinan, Clerical Assistant II, Environmental Services Department, for a three-month special leave without pay ending August 29, 2025, with their job to be saved.
Hire Date: September 30, 2024
Reason: Medical.
Recommendation: Approve.

8. Ariana Silva, Literacy Tutor/Learner Coordinator, Library Department, for a one-year (first extension) special leave without pay ending August 25, 2026, with their name to be placed on the eligible list for Literacy Tutor/Leaner Coordinator.
Hire Date: October 3, 2016
Reason: Medical.
Recommendation: Approve.
9. Samantha L. Ely, Administrative Aide II, Office of the City Clerk, for a leave of absence from the Classified Service effective July 1, 2022, while filling an unclassified position with their name to be placed on the appropriate eligible list.
Hire Date: September 24, 2016
10. Request from the Personnel Director to merge the current Park Ranger eligible list (T11827) with the new Park Ranger eligible list (T11982).

POLICY ITEMS – DISCUSSION

11. Staff recommendations on new classifications and title changes for the Fiscal Year 2027 Salary Ordinance.

Recommended for Approval

- 1) Emergency Medical Technician
- 2) Paramedic II and Paramedic I
- 3) Principal Legal Secretary, Senior Legal Secretary, Legal Secretary II, and Legal Secretary I

Speaking for staff was Jennifer Lamas-Villanueva.

Recommended for Approval

1) Emergency Medical Technician

Commissioner Freeman made a motion to approve staff's recommendation to re-establish the Emergency Medical Technician classification at a monthly salary of approximately \$5,472. President Portillo seconded the motion. Approved 4-0.

2) Paramedic II and Paramedic I

Commissioner Merrill made a motion to approve staff's recommendation to re-establish the Paramedic II and Paramedic I classifications at monthly salaries of approximately \$7,432 and \$6,463, respectively. Vice President Moore seconded the motion. Approved 4-0.

3) Principal Legal Secretary, Senior Legal Secretary, Legal Secretary II, and Legal Secretary I

Vice President Moore made a motion to approve staff's recommendation for title changes for the Principal Legal Secretary, Senior Legal Secretary, Legal Secretary II, and Legal Secretary I classifications to Principal Legal Administrative Assistant, Senior Legal Administrative Assistant, Legal Administrative Assistant II, and Legal Administrative Assistant I, respectively.

Commissioner Freeman seconded the motion.

Approved 4-0.

12. Request from the Council Administration Office to exempt a Council Representative I position from the Classified Service.

Commissioner Moore made a motion to approve the request.

President Portillo seconded the motion.

Approved 4-0.

Speaking for staff was Jennifer Lamas-Villanueva.

13. Requests from the Police Department to exempt a Police Commander position and a Deputy Director position from the Classified Service.

Commissioner Freeman made a motion to approve the requests.

Commissioner Merrill seconded the motion.

Approved 4-0.

Speaking for staff was Jennifer Lamas-Villanueva.

Speaking for the department was Scott Wahl.

INFORMATIONAL ITEM

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

Informational item only.

Two audit recommendations were implemented. Since August 2025, Personnel has participated in eight community engagement and outreach events including Jobtoberfest. Twelve employees were placed in other positions, nine in a different classification, as a result of the reduction in force process. Speaking for staff was David Dalager.

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

There being no further business, the meeting was adjourned at 1:21 p.m.