

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

Thursday, February 5, 2026, 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 1:20 p.m. Also present were Vice President Will Moore, Commissioner Joy Freeman, and Commissioner Samuel Merrill. Commissioner Trang Pham was absent.

- 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

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.
2. Report Out of Closed Session.

ACTION TAKEN/PENDING

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

At 1:21 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.)

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| 3. | Approval of the minutes for the regular meeting of December 4, 2025. | Vice President Moore made a motion to approve item 3 and items 5-10. Commissioner Freeman seconded the motion.
Approved 4-0.
Item 4 was withdrawn. |
| 4. | Approval of Exceptional Merit Increase for Andres Molina, Administrative Aide II. | |
| 5. | Cody L. Churchman, Fire Captain, Fire-Rescue Department, for a one-year special leave without pay ending March 31, 2027, with their name to be placed on the eligible lists for Fire Captain and Fire Engineer.
Hire Date: July 5, 2014
Reason: Childcare.
Department Recommendation: Approve. | |
| 6. | Rosemarie R.O. Cofer, Laboratory Technician, Public Utilities Department, for a one-year special leave without pay ending January 2, 2027, with their name to be placed on the eligible list for Laboratory Technician.
Hire Date: March 18, 2023
Reason: Childcare and Education.
Department Recommendation: Approve. | |

7. Reginald R. Gobaleza, Library Assistant III, Library Department, for a one-year (second extension) special leave without pay ending December 8, 2026, with their name to be placed on the eligible list for Library Assistant III.
Hire Date: September 4, 2012
Reason: Education.
Department Recommendation: Approve.
8. Jasmine B. Harris, Police Investigative Service Officer II, Police Department, for a one-year special leave without pay ending January 4, 2027, with their name to be placed on the eligible lists for Police Investigative Service Officer II and Police Investigative Service Officer I.
Hire Date: February 24, 2022
Reason: Childcare.
Department Recommendation: Approve.
9. Robert A. Bunsold, Fire Battalion Chief, Fire-Rescue Department, for a leave of absence from the Classified Service effective December 6, 2025, while filling an unclassified position with their name to be placed on the appropriate eligible list.
Hire Date: May 17, 2003
10. Kevin J. Pendleton, Fire Battalion Chief, Fire-Rescue Department, for a leave of absence from the Classified Service effective January 3, 2026, while filling an unclassified position with their name to be placed on the appropriate eligible list.
Hire Date: October 7, 2006

LEAVE OF ABSENCE WITHOUT PAY – DISCUSSION

11. Brandon T. Howard, Senior Wastewater Operations Supervisor, Public Utilities Department, for a two-month special leave without pay ending March 6, 2026, with their job to be saved.
Hire Date: December 13, 2021
Reason: Outside Employment.
Department Recommendation: Modify to name on eligible list.

Commissioner Freeman made a motion to approve the request.
Commissioner Merrill seconded the motion.
Approved 3-1.
President Portillo voted no.
Speaking for staff was Carissa Rosemore.
Speaking for the department was Tim Carroll.

POLICY ITEMS – DISCUSSION

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| 12. Proposed Salary Review Process for Fiscal Year 2028. | Vice President Moore made a motion to approve the Salary Review Process. President Portillo seconded the motion. Approved 4-0. Speaking for staff was Jennifer Lamas-Villanueva. |
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INFORMATIONAL ITEMS

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| 13. Request from Commissioner Merrill for a presentation on investigatory interviews. | Informational item only. Speaking for the Human Resources Department was Abby Jarl-Veltz. |
| 14. Report on limited and restricted appointments and special differential positions for CY 2025. | Informational item only. Speaking for staff was Carissa Rosemore. |
| 15. Request from Commissioner Merrill for an update on the Equal Employment Opportunity Report. | Informational item only. Speaking for staff was Darren Keenaghan. |
| 16. Request from Vice President Moore for a report from the Personnel Director. | Informational item only. The new contract for NEOGOV, the City's applicant tracking system, was approved by City Council on February 2, 2026. The new contract, effective April 1, 2026, expands the City's use of NEOGOV by adding two key modules – Onboard and Attract. Speaking for staff was David Dalager. |

At 1:20 p.m., the meeting commenced.

There being no further business, the meeting was adjourned at 2:02 p.m.