

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

Thursday, July 2, 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 1:03 p.m. Also present were Vice President Will Moore, Commissioner Joy Freeman, Commissioner Samuel Merrill, and Commissioner Trang Pham.

- B. The staff was represented by Personnel Director David Dalager, Assistant Personnel Director Anne Lamen 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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Virtual Participation: <https://sandiego.zoomgov.com/j/1602402238>

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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, Commissioner Merrill, and Commissioner Pham.

At 1:03 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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| <ol style="list-style-type: none"> 3. Approval of the minutes for the regular meeting of June 4, 2026. 4. Approval of Exceptional Merit Increase for Ruben A. Rangel, Account Clerk. | <p>President Portillo made a motion to approve the consent agenda. Vice President Moore seconded the motion. Approved 5-0.</p> |
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5. Approval of Exceptional Merit Increase for Emily M. Woodhouse, Police Investigative Service Officer II.
6. Annika K. Rigterink, Fire Fighter I, Fire-Rescue Department, for a one-year special leave without pay ending June 6, 2027, with their name to be placed on the eligible list for Fire Fighter I.
Hire Date: August 16, 2025
Reason: To join the Navy.
Department Recommendation: Approve.
7. Benjamin Alvarez Mendez, Supervising Management Analyst, Environmental Services Department, for a leave of absence from the Classified Service effective May 12, 2026, 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: October 15, 2022
8. Catherine C. Gacuya, Supervising Management Analyst, Fire-Rescue Department, for a leave of absence from the Classified Service effective November 2, 2023, while filling an unclassified position with their name to be placed on the appropriate eligible list.
Hire Date: May 21, 2004
9. Robert S. Rezende, Fire Battalion Chief, Fire-Rescue Department, for a leave of absence from the Classified Service effective June 6, 2026, while filling an unclassified position with their name to be placed on the appropriate eligible list.
Hire Date: October 7, 2006
10. Request from the Personnel Director to merge the current Auto Messenger I (T11860) and Auto Messenger II (T11951) eligible lists with the new Auto Messenger I (T12032) and Auto Messenger II (T12033) eligible lists.

INFORMATIONAL ITEM

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

Informational item only.

The NEOGOV Attract Module is live and actively being used by the Exam Management Section. It was used during the Juneteenth community event and for an onsite hiring recruitment event held at the Center for Employment Opportunities. This module is used to develop targeted recruitment campaigns and enables staff to track candidates from their initial point of contact to determine whether they applied, advanced through the recruitment process, and ultimately joined the City. The analytics will help measure recruitment efforts, identify outreach events that produce the strongest candidate pools, and help make more informed decisions for future recruitments.

The three employees impacted by the Reduction in Force process in the Personnel Department remain employed with the City.

Commissioner Merrill shared a certificate of appreciation from the Cooper Family Foundation to the Personnel Department for participating at the Juneteenth outreach event.

Speaking for staff was David Dalager.

At 1:03 p.m., the meeting commenced.

There being no further business, the meeting was adjourned at 1:26 p.m.