

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

Thursday, February 1, 2018, at 1:00 p.m.
Civil Service Commission Room, Civic Center Plaza
1200 Third Avenue, Suite 300
San Diego, California 92101

- A. The regular business meeting of the Civil Service Commission was called to order by President Mattheus E. Stephens at 1:14 p.m. Also present were Vice-President Maricela Amezola, Commissioner Dr. Don E. Conley, and Commissioner Lori Thacker. Commissioner Jacquelyn R. Atkinson was absent.

- B. The staff was represented by Personnel Director Hadi Dehghani and Assistant to the Director Saba Berenji. Serving as legal advisor to the Commission was Deputy City Attorney Jennifer Berry.



City of San Diego
Civil Service Commission

MINUTES

Mattheus E. Stephens, President
Maricela Amezola, Vice-President
Jacquelyn R. Atkinson, Commissioner
Dr. Don E. Conley, Commissioner
Lori Thacker, Commissioner

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ITEMS FOR ACTION

INTRODUCTION

1. Roll Call.

ACTION TAKEN/PENDING

Present were President Mattheus E. Stephens, Vice-President Maricela Amezola, Commissioner Dr. Don E. Conley, and Commissioner Lori Thacker. Commissioner Jacquelyn R. Atkinson was absent.

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.)

President Stephens acknowledged Genevive Yambao and Alejandrina Grande for their service awards.

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 2 through 4 can be approved with one motion.)

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| 2. | Approval of the minutes for the regular business meeting of December 12, 2017. | Approved. |
| 3. | Leaves of Absence Without Pay - In Order. Items 23 through 31. | Approved. |
| 4. | Minutes of the San Diego City Civil Service Commission Joint Apprenticeship Committee meetings of April 20, 2016, June 28, 2016, December 19, 2016, and June 13, 2017. | Approved. |

LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

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|----|---|---|
| 5. | Matthew J. Griffith, Utility Worker I, Public Utilities Department, for a six-month (first extension) special leave without pay ending April 16, 2018, with his job to be saved.
Hire Date: October 18, 2013
Reason: Continued education.
Department Recommendation: Modification to name on eligible list. | Approved with modification to name on eligible list.
Speaking for staff was Darren Keenaghan.
Speaking for the department was Margaret Wyatt. |
| 6. | Jeffrey C. Monis, Dispatcher II, Police Department, for a one-year (first extension) special leave without pay ending September 23, 2018, with his name to be placed on the eligible lists for Dispatcher II and Dispatcher I.
Hire Date: December 23, 1998
Reason: Continued outside employment.
Department Recommendation: Denial. | Denied.
Speaking for staff was Darren Keenaghan.
Speaking for the department was Margaret Mendez. |
| 7. | Alfonso Perdomo, Police Officer I, Police Department, for a one-year special leave without pay ending December 25, 2018, with his job to be saved.
Hire Date: September 1, 2016
Reason: Outside employment.
Department Recommendation: Denial. | Denied.
Speaking for staff was Darren Keenaghan. |

8. Brooks J. Rhoads, Police Officer II, Police Department, for a one-year (first extension) special leave without pay ending February 12, 2019, with his name to be placed on the eligible list for Police Officer II.
Hire Date: January 21, 2005
Reason: Continued relocation with spouse.
Department Recommendation: Approval. Approved.
Speaking for staff was Darren Keenaghan.
9. Julie L. Shaw, Payroll Supervisor, Police Department, for a one-year (second extension) special leave without pay ending January 15, 2019, with her name to be placed on the eligible lists for Payroll Supervisor, Payroll Specialist II, Dispatcher II, Dispatcher I, and Clerical Assistant II.
Hire Date: September 22, 2004
Reason: Continued child care.
Department Recommendation: Denial. Denied.
Speaking for staff was Darren Keenaghan.
Speaking for the department was Margaret Mendez.

POLICY ITEMS - DISCUSSION

10. Approval of Exceptional Merit Increase for Michael D. Bowcutt, Land Surveying Associate. Approved.
Speaking for staff was Darren Keenaghan.
11. Approval of Exceptional Merit Increase for Jaime Garcia Jr., Water Plant Operator. Approved.
Speaking for staff was Darren Keenaghan.
12. Approval of Exceptional Merit Increase for Angela V. Muffley, Safety Officer. Approved.
Speaking for staff was Darren Keenaghan.
13. Approval of Exceptional Merit Increase for Elena Marie A. Pascual, Junior Planner. Approved.
Speaking for staff was Darren Keenaghan.
14. Approval of Exceptional Merit Increase for Mika Shimada-Cicirelli, Senior Park Ranger. Approved.
Speaking for staff was Darren Keenaghan.
15. Revision to the Request for Special Leave Without Pay for Jeff J. Kaimer, Fire Engineer. Continued pending legal opinion from the Office of the City Attorney.
Speaking for staff was Darren Keenaghan.
Speaking was Jeff J. Kaimer.

16. Request from California Teamsters Local 911 for a 128 Investigation of the Fire-Rescue Department.
- Continued pending legal opinion from the Office of the City Attorney. Speaking was President Stephens. Speaking for Local 911 was Neil Sholander. Speaking were Edward Harris, Erik Jones, Bill Morris, Dana Vanos, Christopher Vanos, John Perry, Jeffrey Hatfield, Denise Friedman, and Timothy Davis.
17. Aaron T. Salazar, appealing his conviction record disqualification for the position of Power Plant Operator.
- Denied. Speaking for staff was Edgar Portilla. Speaking was Aaron T. Salazar.
18. Staff recommendations on special salary adjustments, new classifications and title changes for Fiscal Year 2019.
- Speaking for staff was Christia Davis.
1. **Environmental Biologist Series – Request for Special Salary Adjustment of 24.3%**
Approved 15% special salary adjustment.
Speaking for MEA was Kelly Cruz.
 2. **Library Series – Request for Title Change**
Approved title changes of Library Aide, Library Clerk, and Library Assistant to Library Assistant I, Library Assistant II, and Library Assistant III, respectively.
 3. **Latent Print Examiner Series – Request for Special Salary Adjustment of 13% and New Classifications**
Denied request for special salary adjustment.
Approved the creation of the Latent Print Examiner Aide and Latent Print Examiner III classifications.
Speaking for MEA was Nancy Roberts.
Speaking was Karen McDonald, Stacy Houg, and Jennifer Shen.
 4. **Safety Inspector – Request for New Classification Series**
Continued to March meeting.

5. **Crime Scene Specialist Series – Request for Special Salary Adjustment of 7-20%**

Approved 7% special salary adjustment.

(Commissioner Thacker dissenting).

Speaking for MEA was Nancy Roberts.

Speaking was Heidi Hebert, Joe Berner, and Jennifer Shen.

6. **Water System Operations Manager – Request for New Classification**

Continued to March meeting.

UNFINISHED BUSINESS

19. Christopher J. Pallone, appealing his disqualification from the Fire Engineer Performance Test.
20. Russell J. Castillo, appealing his disqualification from the Fire Engineer Performance Test.
21. Terri D. Franklin, appealing her conviction record disqualification for the position of Clerical Assistant II (Option Class: Temporary Pool).
22. Staff recommendation on request for title change – Library Series.
(See attachment 2, under Item 18).

- Denied.
Speaking for staff was Douglas Edwards.
Speaking was Christopher J. Pallone.
Speaking was Captain Pete Jensen.
Speaking for Local 145 was Tony Tosca.
- Denied.
Speaking for staff was Douglas Edwards.
Speaking was Russell J. Castillo.
Speaking was Captain Pete Jensen.
Speaking for Local 145 was Tony Tosca.
- Denied.
Speaking for staff was Edgar Portilla.
Speaking was Terri D. Franklin.
- Speaking for staff was Christia Davis.
See number 2, under Item 18.

LEAVES OF ABSENCE WITHOUT PAY - IN ORDER

23. Sherrie D. Hatchett, Associate Management Analyst (Option Class: Records Management Analyst), Public Utilities Department, for a six-month special leave without pay ending June 30, 2018, with her name to be placed on the eligible lists for Associate Management Analyst, Associate Management Analyst (Option Class: Records Management Analyst), Assistant Management Analyst, Administrative Aide II, and Administrative Aide I.
Hire Date: October 23, 1989
Reason: Family care.
Department Recommendation: Approval.
24. Gregory W. Mason II, Library Assistant, Library Department, for a one-year special leave without pay ending December 30, 2018, with his name to be placed on the eligible list for Library Assistant.
Hire Date: February 21, 2012
Reason: Family care.
Department Recommendation: Approval.
25. Carol I. Mendoza, Assistant Management Analyst (Option Class: Senior Victims Services Coordinator), Police Department, for a four-month special leave without pay ending May 30, 2018, with her job to be saved.
Hire Date: February 3, 2012
Reason: Education.
Department Recommendation: Approval.
26. Faheem Sediqi, Police Investigative Service Officer I, Police Department, for a one-year special leave without pay ending November 14, 2018, with his name to be placed on the eligible lists for Police Investigative Service Officer I, Police Records Clerk, and Clerical Assistant II.
Hire Date: April 28, 2016
Reason: Family care.
Department Recommendation: Approval.

27. Karla D. Smith, Police Dispatcher, Police Department, for a one-year special leave without pay ending December 13, 2018, with her name to be placed on the eligible list for Police Dispatcher.
Hire Date: December 11, 2012
Reason: Family care.
Department Recommendation: Approval.

LEAVES OF ABSENCE WITHOUT PAY – UNCLASSIFIED

28. Albert J. Guaderrama, Police Captain, Police Department, for a leave of absence from the Classified Service effective March 28, 2015, while filling an unclassified position with his name to be placed on the appropriate eligible list.
29. Adam L. Jones, Senior Budget Development Analyst, Financial Management Department, for a leave of absence from the Classified Service effective October 2, 2017, while temporarily filling an unclassified position with his job to be saved. If selected for permanent appointment, this leave will be modified from job saved to name on eligible list.
30. Thomas C. McGrath, Police Captain, Police Department, for a leave of absence from the Classified Service effective December 21, 2017, will filling an unclassified position with his name to be placed on the appropriate eligible list.
31. Ann N. Yasukochi, Senior Management Analyst, Police Department, for a leave of absence from the Classified Service effective December 21, 2017, while temporarily filling an unclassified position with her job to be saved. If selected for permanent appointment, this leave will be modified from job saved to name on eligible list.

LEAVES OF ABSENCE WITHOUT PAY - TOTAL

Total Leave Requests	14	Family/Childcare/Maternity	05
Leave requests with job saved	05	Education/Training	02
Leave requests with name on list	09	Medical	00
Unclassified	04	Relocation	01
		Outside Employment	02
		Unclassified	04
		Other	00

CLOSED SESSION

At 12:05 p.m., the Commission met in Closed Session with the following agenda:

- I. Public Employee Appointment, pursuant to California Government Code Section 54957:

Personnel Director – Appointed by the Civil Service Commission (Commission) per San Diego City Charter §§ 37 and 116, the Personnel Director serves as the secretary of the Commission. – No action taken.

ADJOURNMENT

At 1:14 p.m. the Commission convened into open session.

At 2:41 p.m. President Mattheus E. Stephens called for a break.

At 2:46 p.m. the meeting continued.

At 4:26 p.m. President Mattheus E. Stephens called for a break

At 4:35 p.m. Vice-President Maricela Amezola left the meeting.

At 4:40 p.m. the meeting continued.

There being no further business, the meeting was adjourned at 6:00 p.m.

Mattheus E. Stephens, President