

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

Thursday, March 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 Vice-President Maricela Amezola at 1:09 p.m. Also present were Commissioner Jacquelyn R. Atkinson, Commissioner Dr. Don E. Conley, and Commissioner Lori Thacker. President Mattheus E. Stephens was absent.

- B. The staff was represented by Personnel Director Hadi Dehghani, Assistant Personnel Director Yajaira Gharst 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 Vice-President Maricela Amezola, Commissioner Jacquelyn R. Atkinson, Commissioner Dr. Don E. Conley, and Commissioner Lori Thacker. President Mattheus E. Stephens 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.)

Vice-President Amezola acknowledged Nancy Roberts from MEA on her upcoming retirement.

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 and 3 can be approved with one motion.)

2. Approval of the minutes for the regular business meeting of February 1, 2018. Approved.
3. Leaves of Absence Without Pay – In Order. Items 24 through 26. Approved.

LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

4. Michael F. Cascio, Fire Fighter II, Fire-Rescue Department, for a one-year (first extension) special leave without pay ending January 6, 2019, with his name to be placed on the eligible list for Fire Fighter II.
Hire Date: December 8, 2012
Reason: Continued relocation.
Department Recommendation: Denial. Denied.
Speaking for staff was Darren Keenaghan.
5. Ronald L. McCalicher Jr., Clerical Assistant II (Option Class: Police Clerk), Police Department, for a one-year special leave without pay ending January 31, 2019, with his name to be placed on the eligible list for Clerical Assistant II.
Hire Date: March 2, 2017
Reason: Outside employment.
Department Recommendation: Denial. Denied.
Speaking for staff was Darren Keenaghan.
6. Tiffany M. Pressler, Clerical Assistant II, Police Department, for a one-year (first extension) special leave without pay ending March 21, 2019, with her name to be placed on the eligible list for Clerical Assistant II.
Hire Date: July 3, 2006
Reason: Continued child care.
Department Recommendation: Approval. Approved.
Speaking for staff was Darren Keenaghan.
7. Vince L. Velarde, Police Officer I, Police Department, for a one-year special leave without pay ending February 22, 2019, with his job to be saved.
Hire Date: September 1, 2016
Reason: Outside employment.
Department Recommendation: Denial. Denied.
Speaking for staff was Darren Keenaghan.

POLICY ITEMS - DISCUSSION

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| 8. | Approval of Exceptional Merit Increase for Eden S. Carter, District Refuse Collection Supervisor. | Approved.
Speaking for staff was Darren Keenaghan. |
| 9. | Approval of Exceptional Merit Increase for Bao H. Phan, Assistant Engineer – Electrical. | Approved.
Speaking for staff was Darren Keenaghan. |
| 10. | Request from the Office of the Council President to exempt a Council Representative I position from the Classified Service. | Approved.
Speaking for staff was Christia Davis. |
| 11. | Request from the Environmental Services Department to exempt a Program Manager position from the Classified Service. | Approved.
Speaking for staff was Christia Davis. |
| 12. | Report from the Personnel Director on limited and restricted appointments and special shift differential positions. | Report Accepted.
Speaking for staff was Hadi Dehghani. |
| 13. | Request from the Personnel Director to merge the current Workers' Compensation Claims Representative I (T10519) and Workers' Compensation Claims Representative II (T10518) eligible lists with the new Workers' Compensation Claims Representative I (T11152) and Workers' Compensation Claims Representative II (T11153) eligible lists. | Approved.
Speaking for staff was Douglas Edwards. |
| 14. | Request from the Fire-Rescue Department to utilize a vendor for the Lifeguard Promotional Examinations. | Withdrawn. |
| 15. | Revisions to Personnel Manual Index Code H-9, Starting Salary Upon Appointment. | Approved.
Speaking for staff was Cynthia Mitchell. |
| 16. | Mark A. Cabezuela, appealing his conviction record disqualification for the position of Laborer. | No action due to tie vote.
Speaking for staff was Edgar Portilla.
Speaking were Mark A. Cabezuela, Bruce Stanley and Aldo Arguello.
Speaking for Local 127 was Rodney Fowler. |

17. Richard Holmes, appealing his conviction record disqualification for the position of Master Fleet Technician.

Approved. (Commissioner Atkinson dissenting).
Speaking for staff was Edgar Portilla.
Speaking were Richard Holmes, Sam Po, and Chris Jackson.
18. Kyle P. Winters, appealing his conviction record disqualification for the position of Sanitation Driver Trainee.

Continued.
Speaking for staff was Edgar Portilla.
Speaking was Kyle P. Winters.
19. Staff recommendations on special salary adjustments, new classifications and title changes for Fiscal Year 2019.

Speaking for staff was Christia Davis.

 1. **Executive Secretary – Request for Title Change**
Approved title change from Executive Secretary to Executive Assistant.
 2. **Geographic Information Systems Series – Request for New Classification Series**
Approved the creation of the Geographic Information Systems Analyst IV, Geographic Information Systems Analyst III, Geographic Information Systems Analyst II, Geographic Information Systems Analyst I, and Geographic Information Systems Technician classifications.
 3. **Life Safety Inspector Series – Request for New Classification Series**
Approved the creation of the Senior Life Safety Inspector, Life Safety Inspector II, and Life Safety Inspector I classifications.
 4. **Criminalist Series – Request for Special Salary Adjustment of 20% and New Classification**
Approved 10% special salary adjustment. (Commissioner Thacker dissenting).
Approved the creation of the Criminalist III classification.
Speaking for MEA was Nancy Roberts.
Speaking were Jennifer Shen and Frank Healy.

5. **DNA Criminalist Series – Request for Special Salary Adjustment of 20%**

Approved 10% special salary adjustment.

Denied the creation of the Supervising DNA Criminalist, DNA Criminalist II, and DNA Criminalist I classifications.

Speaking for MEA was Nancy Roberts.

Speaking was Jennifer Shen.

6. **Equipment Operator IV – Request for New Classification**

Denied the creation of the Equipment Operator IV classification.

Referred to meet and confer for possible certification pay.

7. **Safety Inspector Series – Request for New Classification Series**

Denied the creation of the Safety Inspector II and Safety Inspector I classifications.

Approved the creation of the Security Officer, Security Representative II, and Security Representative I classifications.

Speaking for MEA was Cathleen Higgins.

Speaking was Katrina Russell.

8. **Storm Water Inspection Manager – Request for Special Salary Adjustment of 27.5-34.13 % and Title Change**

Denied request for special salary adjustment.

Approved title change from Storm Water Inspection Manager to Storm Water Compliance Manager.

Speaking for MEA was Kelly Cruz.

9. **Cement Finisher – Request for Special Salary Adjustment of 30%**

Approved 15% special salary adjustment.

Speaking was Gene Matter.

Speaking for Local 127 was Rodney Fowler.

10. **Document Examiner Series – Request for Special Salary Adjustment of 32% and New Classification**
Denied request for special salary adjustment.
Denied the creation of the Lead Document Examiner classification.
11. **Land Surveyor Series – Request for Special Salary Adjustment of 35%**
Denied request for special salary adjustment.
Referred to meet and confer for possible certification pay.
Speaking for MEA was Cathleen Higgins.
Speaking was John Butcher.
12. **Storm Water Environmental Specialist Series – Request for New Classification Series**
Denied the creation of the Senior Storm Water Environmental Specialist, Storm Water Environmental Specialist III, Storm Water Environmental Specialist II, and Storm Water Environmental Specialist I classifications.
Speaking for MEA was Kelly Cruz.
Speaking was Heather Krish.
13. **Water System Operations Manager – Request for New Classification**
Denied request for the creation of the Water System Operations Manager classification.

UNFINISHED BUSINESS

20. Revision to the Request for Special Leave Without Pay for Jeff J. Kaimer, Fire Engineer. Continued.
21. Request from California Teamsters Local 911 for a 128 Investigation of the Fire-Rescue Department. Continued.

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| 22. | Staff recommendation on request for new classification series – Safety Inspector. (See attachment 7, under Item 19). | Speaking for staff was Christia Davis. See number 7, under Item 19. |
| 23. | Staff recommendation on request for new classification – Water System Operations Manager. (See attachment 13, under Item 19). | Speaking for staff was Christia Davis. See number 13, under Item 19. |

LEAVES OF ABSENCE WITHOUT PAY - IN ORDER

24. Amy C. Zimmer, Supervising Latent Print Examiner, Police Department, for a one-year special leave without pay ending February 1, 2019, with her name to be placed on the eligible list for Supervising Latent Print Examiner.
 Hire Date: January 16, 2007
 Reason: Child care.
 Department Recommendation: Approval.

LEAVES OF ABSENCE WITHOUT PAY – UNCLASSIFIED

25. Steven T. Lozano, Fire Battalion Chief, Fire-Rescue Department, for a leave of absence from the Classified Service effective December 26, 2017, while filling an unclassified position with his name to be placed on the appropriate eligible list.
26. John O. Wood, Fire Captain, Fire-Rescue Department, for a leave of absence from the Classified Service effective January 13, 2018, while filling an unclassified position with his name to be placed on the appropriate eligible list.

LEAVES OF ABSENCE WITHOUT PAY - TOTAL

Total Leave Requests	07	Family/Childcare/Maternity	02
Leave requests with job saved	01	Education/Training	00
Leave requests with name on list	04	Medical	00
Unclassified	02	Relocation	01
		Outside Employment	02
		Unclassified	02
		Other	00

ADJOURNMENT

At 1:09 p.m. the Commission convened into open session.

At 2:31 p.m. Vice-President Maricela Amezola called for a break.

At 2:44 p.m. the meeting continued.

There being no further business, the meeting was adjourned at 4:04 p.m.

Maricela Amezola, Vice-President