

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

Thursday, July 11, 2019, at 3:00 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 3:06 p.m. Also present were Commissioner Dr. Don E. Conley and Commissioner Mattheus E. Stephens. President Lori Thacker and Commissioner Jacquelyn R. Atkinson were absent.

- B. The staff was represented by Personnel Director Douglas Edwards, Assistant Personnel Director Anne Lamén Aban, 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

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

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This agenda and the supplemental information for each agenda item, if any, can be made available in alternative formats to assist persons with disabilities. Special assistance at the meeting is also available. To request such assistance, please call the Personnel Department Services Supervisor at 236-6402. Requests should be made as early as possible prior to the meeting. Every attempt will be made to accommodate all reasonable requests.

ITEMS FOR ACTION

INTRODUCTION

1. Roll Call.

ACTION TAKEN/PENDING

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

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 8 can be approved with one motion.)

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| 2. | Approval of the minutes for the special business meeting of June 24, 2019. | Approved Items 2 through 8 with one motion. |
| 3. | Leaves of Absence Without Pay - In Order. Items 24 through 31. | |
| 4. | Approval of Exceptional Merit Increase for Netmi A. Balanzar, Assistant Engineer - Civil. | |
| 5. | Approval of Exceptional Merit Increase for Nicole L. Beaulieu, Assistant Chemist. | |
| 6. | Approval of Exceptional Merit Increase for Feryal Moshavegh, Project Officer II. | |
| 7. | Approval of Exceptional Merit Increase for Nibras N. Romaya, Senior Electrical Engineer. | |
| 8. | Approval of Exceptional Merit Increase for Karen A. Vera, Associate Engineer - Civil. | |

LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

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| 9. | Marco A. Salinas Jr., Police Officer II, Police Department, for a one-year special leave without pay ending June 18, 2020, with his name to be placed on the eligible list for Police Officer II.
Hire Date: October 27, 2016
Reason: Personal/Outside Employment.
Department Recommendation: Approval. | Approved.
Speaking for staff was Eva Sanchez. |
| 10. | Brett A. Siegel, Librarian I, for a one-year (third extension) special leave without pay ending July 14, 2020, with his name to be placed on the eligible lists for Librarian I and Library Assistant III.
Hire Date: October 26, 2005
Reason: Education.
Department Recommendation: Approval. | Approved.
Speaking for staff was Eva Sanchez. |
| 11. | Lindsay J. Smith, Fire Engineer, for a one-year (first extension) special leave without pay ending June 30, 2020, with her name to be placed on the eligible lists for Fire Engineer, Fire Fighter III and Fire Fighter II.
Hire Date: June 18, 2005
Reason: Personal.
Department Recommendation: Approval. | Approved.
Speaking for staff was Eva Sanchez. |

POLICY ITEMS - DISCUSSION

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| 12. | Appointments to the Joint Apprenticeship Committee: Laura Colvin, nominated for appointment as Secretary; and Desiree Davalos, nominated for appointment as Alternate Secretary. | Approved.
Speaking for staff was Darren Keenaghan. |
| 13. | Appointments to the Joint Apprenticeship Committee: Larry Blackman and Rodrigo Sosa, nominated for appointment as Labor Members. | Approved.
Speaking for staff was Darren Keenaghan.
Speaking for the department was Roy Kirby. |
| 14. | Request from the Office of Council President Georgette Gómez to exempt a Program Manager position and a Program Coordinator position from the Classified Service. | Approved items 14 through 18 with one motion.
Speaking for staff was David Dalager. |
| 15. | Request from the Office of Boards and Commissions to exempt an Executive Director position from the Classified Service. | |
| 16. | Request from the Planning Department to exempt a Program Manager position from the Classified Service. | |
| 17. | Request from the Human Resources Department to exempt a Program Manager position from the Classified Service. | |
| 18. | Requests from the Public Works Department to exempt an Assistant Deputy Director position and a Program Manager position from the Classified Service. | |
| 19. | Derrick L. Evans, appealing his conviction record disqualification for the position of Laborer. | Denied.
Applicant may reapply for City employment after one year.
Speaking for staff was Jennifer Lamas-Villanueva.
Speaking was Derrick L. Evans. |
| 20. | Makia M. Walker, appealing her disqualification for the position of Clerical Assistant II (Option Class: Police Clerk). | Withdrawn. |
| 21. | Jaqueline Zacarias, appealing her medical disqualification for the position of Recreation Aide. | Denied.
Speaking for staff was Jennifer Lamas-Villanueva. |

UNFINISHED BUSINESS

22. Request from the Deputy Chief Operating Officer for the Smart and Sustainable Communities Branch to exempt three Program Coordinator positions from the Classified Service. Withdrawn.
23. Ronnie D. Waldon Jr., appealing his conviction record disqualification for the position of Grounds Maintenance Worker I. Approved.
Speaking for staff was Carissa Rosemore.
Speaking was Ronnie D. Waldon Jr.

LEAVES OF ABSENCE WITHOUT PAY - IN ORDER

24. Ruby T. Bock, Police Officer II, Police Department, for a four-month special leave without pay ending November 1, 2019, with her job to be saved.
Hire Date: May 24, 2004
Reason: Child care.
Department Recommendation: Approval.
25. Michelle A. Harati, Community Development Specialist II, Economic Development Department, for a one-year special leave without pay ending August 4, 2020, with her name to be placed on the eligible list for Community Development Specialist II.
Hire Date: October 9, 2017
Reason: Education.
Department Recommendation: Approval.
26. Jorge J. Huerta, Plant Technician II, Public Utilities Department, for a four-month special leave without pay ending October 25, 2019, with his job to be saved.
Hire Date: May 16, 2011
Reason: To join the Navy Reserve.
Department Recommendation: Approval.
27. Angela L. Kitchen, Word Processing Operator, Police Department, for a one-year special leave without pay ending July 14, 2020, with her name to be placed on the eligible lists for Word Processing Operator and Clerical Assistant II.
Hire Date: February 8, 2002
Reason: Relocation.
Department Recommendation: Approval.

- 28. Gordana Nikolic, Finance Analyst III, Department of Finance, for a one-year special leave without pay ending July 7, 2020, with her name to be placed on the eligible lists for Finance Analyst III, Finance Analyst II, Accountant III, Senior Management Analyst, Accountant II, and Assistant Budget Development Analyst.
Hire Date: June 18, 2007
Reason: Relocation with spouse.
Department Recommendation: Approval.
- 29. Nicholas S. Minter, Workers' Compensation Claims Representative I, Risk Management Department, for a one-year special leave without pay ending May 20, 2020, with his name to be placed on the eligible list for Workers' Compensation Claims Representative I.
Hire Date: January 17, 2017
Reason: Education.
Department Recommendation: Approval.

LEAVES OF ABSENCE WITHOUT PAY – UNCLASSIFIED

- 30. Morris E. Dye, Development Project Manager III, Development Services Department, for a leave of absence from the Classified Service effective May 18, 2019, while filling an unclassified position with his name to be placed on the appropriate eligible list.
- 31. Wanda D. Forte Mason, Customer Information & Billing Manager, Public Utilities Department, for a leave of absence from the Classified Service effective June 10, 2019, 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	11	Family/Childcare/Maternity	01
Leave requests with job saved	02	Education/Training	03
Leave requests with name on list	07	Medical	00
Unclassified	02	Relocation	02
		Outside Employment	01
		Unclassified	02
		Other	02

ADJOURNMENT

At 3:06 p.m., the Commission convened into open session.

At 3:27 p.m., Vice President Amezola acknowledged Commissioner Matthew E. Stephens for his 10 years of volunteer service to the Civil Service Commission and the City of San Diego. Personnel Director Douglas Edwards thanked Commissioner Stephens for 10 years of continuous service to the Personnel Department and the Commission, and presented him with a plaque in recognition of his service.

There being no further business, the meeting was adjourned at 3:30 p.m.

Maricela Amezola, Vice-President