The regular business meeting of the Civil Service Commission was called to order by President Mattheus E. Stephens at 1:08 p.m. Also present were Vice-President Joe Kloberdanz and Commissioners Kathryn F. Ashworth and Edward S. Fletcher. Commissioner Maricela Amezola was absent.

The staff was represented by Personnel Director Hadi Dehghani, Assistant Personnel Director Donna Wallace and Assistant to the Director Saba Berenji. Serving as legal advisor to the Commission was Senior Deputy City Attorney Stuart H. Swett.
San Diego Civil Service Commission

MINUTES

Monday, August 4, 2014, at 1:00 p.m.
12th Floor Council Committee Room
202 C Street
San Diego, California 92101

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

NOTE: The Commission will immediately go into closed session at 12:00 p.m. The regular business meeting will begin at 1:00 p.m.

INTRODUCTION

1. Roll Call.

Present were President Mattheus E. Stephens, Vice-President Joe Kloberdanz, and Commissioners Kathryn F. Ashworth and Edward S. Fletcher. Commissioner Maricela Amezola 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.)

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.”

ACTION TAKEN/PENDING

President Stephens acknowledged Brenzell Gonzalez as the Personnel Department’s Employee of the Quarter.
CONSENT AGENDA (Items 2 and 3 can be approved with one motion.)


LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

4. Ghassan G. Estephan, Parking Enforcement Officer I, Police Department, for a one-year special leave without pay ending July 18, 2015, with his name to be placed on the eligible list for Parking Enforcement Officer I.
   Hire Date: October 17, 2008
   Reason: Outside employment.
   Department Recommendation: Approval.
   Speaking for staff was Yajaira Gharst.

5. Harry D. Herndon, Assistant Laboratory Technician, Public Utilities Department, for a two-month (first extension) special leave without pay ending August 22, 2014, with his job to be saved.
   Hire Date: October 23, 1991
   Reason: Family care.
   Department Recommendation: Modification to name on list.
   Approved with modification to name on eligible list.
   Speaking for staff was Yajaira Gharst.
   Speaking for the Department were Margaret Wyatt and Peter Vroom.

6. Caitlin K. Pennington, Recycling Specialist II, Environmental Services Department, for a one-year special leave without pay ending July 23, 2015, with her name to be placed on the eligible lists for Recycling Specialist II, Recycling Specialist I, and Management Trainee.
   Hire date: September 9, 2013
   Reason: Outside employment and education.
   Department Recommendation: Approval.
   Speaking for staff was Yajaira Gharst.
**POLICY ITEMS - DISCUSSION**

7. Approval of Exceptional Merit Increase for Sherwood A. Hartwell, Administrative Aide I. 
   Approved. 
   Speaking for staff was Yajaira Gharst.

8. Approval of Exceptional Merit Increase for Rasean L. Johnson, Administrative Aide II. 
   Approved. 
   Speaking for staff was Yajaira Gharst.

9. Request from the Economic Development Department to exempt one Program Manager position from the Classified Service. 
   Approved. 
   Speaking for staff was Darren Keenaghan.

10. Request from the Department of Information Technology to exempt one Deputy Director position and two Program Manager positions from the Classified Service. 
    Approved. 
    Speaking for staff was Darren Keenaghan.

    Report Accepted. 
    Speaking for staff was Hadi Dehghani.

**LEAVES OF ABSENCE WITHOUT PAY - IN ORDER**

12. Earl L. Breyers, Ground Maintenance Worker II, Park and Recreation Department, for a three-month special leave without pay ending on October 31, 2014, with his job to be saved. 
    Hire Date: March 10, 2007 
    Reason: Medical. 
    Department Recommendation: Approval.

13. Manuel M. Garcia, Jr., Water Systems Technician III, Public Utilities Department, for a one-year special leave without pay ending July 13, 2015, with his name to be placed on the eligible lists for Water Systems Technician III, Utility Worker I, Laborer, and Lake Aide I. 
    Hire Date: March 2, 2009 
    Reason: Loss of Class B Driver License. 
    Department Recommendation: Approval.
14. Gerard M. Holiday, Water Systems Technician I, Public Utilities Department, for an eleven-month special leave without pay ending May 21, 2015, with his name to be placed on the eligible lists for Water Systems Technician I, Utility Worker I, and Laborer.
   Hire Date: February 11, 2013
   Reason: Loss of Class B Driver License.
   Department Recommendation: Approval.

15. Jennifer L. McCann, Dispatcher II, Police Department, for a one-year special leave without pay ending August 17, 2015, with her name to be placed on the eligible list for Dispatcher II.
   Hire Date: February 12, 2009
   Reason: Relocation and family care.
   Department Recommendation: Approval.

16. Reyna C. Moreno, Payroll Specialist II, Park and Recreation Department, for a one-year special leave without pay ending September 1, 2015, with her name to be placed on the eligible lists for Payroll Specialist II, Payroll Specialist I, Clerical Assistant II, Clerical Assistant I, and Library Technician.
   Hire date: February 23, 2011
   Reason: Education.
   Department Recommendation: Approval.

17. Angela R. Orias, Word Processing Operator, Park and Recreation Department, for a one-year special leave without pay ending September 26, 2015, with her name to be placed on the eligible lists for Word Processing Operator, Clerical Assistant II, Clerical Assistant I, Auto Messenger I, and Library Aide.
   Hire date: February 7, 2005
   Reason: Education.
   Department Recommendation: Approval.
18. James L. Poole, Police Officer II, Police Department, for a two-month special leave without pay ending August 15, 2014, with his job to be saved.
   Hire Date: March 3, 2000
   Reason: Family care.
   Department Recommendation: Approval.

19. Dawn E. Wolfe, Police Detective, Police Department, for a one-year special leave without pay ending July 31, 2015, with her name to be placed on the eligible list for Police Detective.
   Hire Date: June 27, 1994
   Reason: Relocation.
   Department Recommendation: Approval.

**LEAVES OF ABSENCE WITHOUT PAY - UNCLASSIFIED**

20. Arlo A. Magpantay, Information Systems Administrator (Business Systems Administrator), Department of Information Technology, for a leave of absence from the Classified Service effective June 7, 2014, with his job to be saved while temporarily filling an unclassified position. Upon selection for permanent appointment this leave will be modified from job saved to name on eligible list.

21. Tricia M. Mendenhall, Accountant IV, Office of the City Treasurer, for a leave of absence from the Classified Service effective June 30, 2014, with her job to be saved while temporarily filling an unclassified position. Upon selection for permanent appointment this leave will be modified from job saved to name on eligible list.
LEAVES OF ABSENCE WITHOUT PAY - TOTAL

<table>
<thead>
<tr>
<th>Category</th>
<th>Requests</th>
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<tbody>
<tr>
<td>Total Leave Requests</td>
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<td>Leave requests with job saved</td>
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<tr>
<td>Leave requests with name on list</td>
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<tr>
<td>Unclassified</td>
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<tr>
<td>Family/Childcare/Maternity</td>
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<td>Unclassified</td>
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</tr>
<tr>
<td>Other</td>
<td>02</td>
</tr>
</tbody>
</table>

CLOSED SESSION

The Commission will meet in Closed Session with the following agenda:

I. Deliberation on disciplinary appeals pursuant to Government Code Section 54957:
   a. Michael Hook – One-day suspension upheld

ADJOURNMENT

At 1:29 p.m. Kathryn F. Ashworth left the meeting.

At 1:08 p.m. the Commission reconvened into open session to disclose its actions from the closed session agenda. There being no further business, the meeting was adjourned at 1:36 p.m.

Mattheus E. Stephens, President