

**CITY OF SAN DIEGO  
MINUTES OF THE MEETING OF THE  
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

- A. 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.
  
- B. 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

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**ITEMS FOR ACTION**

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***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.

**ACTION TAKEN/PENDING**

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."

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.)**

2. Approval of the minutes for the regular business meeting of July 3, 2014. Approved.
3. Leave of Absence Without Pay - In Order. Items 12 through 21. Approved.

**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. Approved.  
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. Approved.  
Speaking for staff was Yajaira Gharst.

**POLICY ITEMS - DISCUSSION**

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| 7.  | Approval of Exceptional Merit Increase for Sherwood A. Hartwell, Administrative Aide I.   | Approved.<br>Speaking for staff was Yajaira Gharst.       |
| 8.  | Approval of Exceptional Merit Increase for Rasean L. Johnson, Administrative Aide II.   | Approved.<br>Speaking for staff was Yajaira Gharst.       |
| 9.  | Request from the Economic Development Department to exempt one Program Manager position from the Classified Service.  | Approved.<br>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.<br>Speaking for staff was Darren Keenaghan.     |
| 11. | Report from the Personnel Director on Civil Service Commission hiring process.  | Report Accepted.<br>Speaking for staff was Hadi Dehghani. |

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

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| 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.<br>Hire Date: March 10, 2007<br>Reason: Medical.<br>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.<br>Hire Date: March 2, 2009<br>Reason: Loss of Class B Driver License.<br>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**

Total Leave Requests	13	Family/Childcare/Maternity	02
Leave requests with job saved	03	Education/Training	02
Leave requests with name on list	08	Medical	01
Unclassified	02	Relocation	02
		Outside Employment	02
		Unclassified	02
		Other	02

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**CLOSED SESSION**

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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

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**ADJOURNMENT**

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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