

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

MINUTES

Thursday, September 1, 2016, 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 1:11 p.m. Also present were Vice-President Joe Kloberdanz, Commissioner Maricela Amezola, and Commissioner Reverend Clyde E. Gaines.

- B. The staff was represented by Personnel Director Hadi Dehghani, Interim Assistant Personnel Director Douglas Edwards 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

INTRODUCTION

1. Roll Call.

ACTION TAKEN/PENDING

Present were President Mattheus E. Stephens, Vice-President Joseph R. Kloberdanz, Commissioner Maricela Amezola, and Commissioner Reverend Clyde E. Gaines.

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 Rebecca Morales as the Personnel Department's Employee of the Quarter and Employee of the Year.

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 July 7, 2016. | Approved. |
| 3. | Leave of Absence Without Pay - In Order. Items 27 through 30. | Approved. |
| 4. | Minutes of the San Diego City Civil Service Commission Joint Apprenticeship Committee meeting of December 9, 2015. | Approved. |

LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

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| 5. | <p>Cheryl L. Cook, Senior Management Analyst, Park and Recreation Department, for a one-year (first extension) special leave without pay ending August 25, 2017, with her name to be placed on the eligible lists for Senior Management Analyst, Associate Management Analyst, Assistant Management Analyst, Management Trainee, Administrative Aide II, Administrative Aide I, Senior Clerk/Typist, and Word Processing Operator.
 Hire Date: September 4, 1985
 Reason: Medical.
 Department Recommendation: Approval.</p> | <p>Approved.
 Speaking for staff was Darren Keenaghan.</p> |
| 6. | <p>Mehdi Khalili, Assistant Engineer-Civil, Public Utilities Department, for a one-year special leave without pay ending August 5, 2017, with his name to be placed on the eligible lists for Assistant Engineer-Civil and Junior Engineer-Civil.
 Hire Date: July 15, 2013
 Reason: Outside employment.
 Department Recommendation: Approval.</p> | <p>Approved.
 Speaking for staff was Darren Keenaghan.
 Speaking for the department was Margaret Wyatt.</p> |
| 7. | <p>Chase R. Mottram, Firefighter II, Fire-Rescue Department, for a one-year special leave without pay ending August 21, 2017, with his name to be placed on the eligible lists for Firefighter II and Firefighter I.
 Hire Date: March 2, 2013
 Reason: Outside employment.
 Department Recommendation: Approval.</p> | <p>Approved.
 Speaking for staff was Darren Keenaghan.</p> |

8. Anniessa M. Salumaa, Dispatcher II, Police Department, for a one-year special leave without pay ending July 28, 2017, with her job to be saved.
Hire Date: October 5, 2012
Reason: Family care.
Department Recommendation: Modification to name on eligible list.

Approved with modification to name on eligible list.
Speaking for staff was Darren Keenaghan.
9. Dawn E. Wolfe, Police Detective, Police Department, for a one-year (second extension) special leave without pay ending July 31, 2017, with her name to be placed on the eligible list for Police Detective.
Hire Date: June 27, 1994
Reason: Family care.
Department Recommendation: Approval.

Approved.
Speaking for staff was Darren Keenaghan.
10. Jesse A. Wood, Firefighter II, Fire-Rescue Department, for a one-year special leave without pay ending August 21, 2017, with his name to be placed on the eligible lists for Firefighter II and Firefighter I.
Hire Date: June 22, 2013
Reason: Outside employment.
Department Recommendation: Approval.

Approved.
Speaking for staff was Darren Keenaghan.
Speaking was Curt Glaser.
11. David J. Yanez, Deputy City Clerk I, Office of the City Clerk, for a one-year (first extension) special leave without pay ending August 9, 2017, with his name to be placed on the eligible lists for Deputy City Clerk I and Clerical Assistant II.
Hire Date: December 7, 2013
Reason: Education.
Department Recommendation: Approval.

Approved.
Speaking for staff was Darren Keenaghan.
Speaking was David J. Yanez.
12. Guotao Zeng, Police Investigative Service Officer I, Police Department, for one-year (first extension) special leave without pay ending September 11, 2017, with his name to be placed on the eligible list for Police Investigative Service Officer I.
Hire Date: May 3, 2013
Reason: Outside employment.
Department Recommendation: Approval.

Approved.
Speaking for staff was Darren Keenaghan.

POLICY ITEMS - DISCUSSION

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| 13. | Approval of Exceptional Merit Increase for Jess Anthony Z. Arcillas, Assistant Engineer - Civil. | Approved.
Speaking for the staff was Darren Keenaghan. |
| 14. | Approval of Exceptional Merit Increase for Reuben R. Barrera, Senior Water Utility Supervisor. | Approved.
Speaking for the staff was Darren Keenaghan. |
| 15. | Approval of Exceptional Merit Increase for Steve A. Fragoso, Associate Management Analyst. | Approved.
Speaking for the staff was Darren Keenaghan.
Speaking was Steve A. Fragoso. |
| 16. | Approval of Exceptional Merit Increase for Daniel A. Gonzalez, Workers' Compensation Claims Representative II. | Approved.
Speaking for staff was Darren Keenaghan.
Speaking was Daniel A. Gonzalez. |
| 17. | Approval of Exceptional Merit Increase for Maria T. Helminski, Supervising Management Analyst. | Approved.
Speaking for staff was Darren Keenaghan. |
| 18. | Approval of Exceptional Merit Increase for Gilbert Ibarra, Painter. | Approved.
Speaking for staff was Darren Keenaghan. |
| 19. | Request from the Office of the City Treasurer to exempt three Program Coordinator positions from the Classified Service. | Approved.
Speaking for staff was Anne Lamén Aban.
Speaking for the department were Robbin Kulek and Tricia Mendenhall. |
| 20. | Appointments to the Joint Apprenticeship Committee - Labor Members. | Approved.
Speaking for staff was Chris Alvarado.
Speaking was Rodney Fowler and Vincent Blanco. |
| 21. | Appointment to the Joint Apprenticeship Committee - Secretary. | Approved.
Speaking for staff was Chris Alvarado. |
| 22. | Request from the Personnel Director to merge the current Crime Scene Specialist (T10491) eligible list with the new Crime Scene Specialist (T10982) eligible list. | Approved.
Speaking for staff was Chris Alvarado. |

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| 23. | Revisions to Civil Service Rule VII (Appointments) related to Provisional Appointment. | Approved.
Speaking for staff was Darren Keenaghan. |
| 24. | Report from the Personnel Director on the Office of the City Auditor's Fraud Hotline Investigation of Abuse in the Public Utilities Department's Selection Phase of the Hiring Process. | Report accepted.
Speaking for staff was Hadi Dehghani. |
| 25. | Joaquin R. Godinez, appealing his conviction record disqualification for the position of Grounds Maintenance Worker II. | Continued.
Speaking for staff was Edgar Portilla.
Speaking was Joaquin R. Godinez. |
| 26. | Earl R. Henry Jr., appealing his conviction record disqualification for the position of Grounds Maintenance Worker II. | Continued.
Speaking for staff was Edgar Portilla.
Speaking was Earl E. Henry, Jr. |

LEAVES OF ABSENCE WITHOUT PAY - IN ORDER

27. Alberto Cisneros-Vidal, Combination Inspector I, Development Services Department, for a six-month special leave without pay ending January 7, 2017, with his name to be placed on the eligible list for Combination Inspector I.
Hire Date: June 21, 2014
Reason: Education.
Department Recommendation: Approval.
28. Sara L. Moffatt, Management Trainee, San Diego City Employees' Retirement System, for a one-year special leave without pay ending July 8, 2017, with her name to be placed on the eligible list for Management Trainee.
Hire Date: October 17, 2015
Reason: Relocation.
Department Recommendation: Approval.
29. Brittany A. Phillips-Robinson, Word Processing Operator, Personnel Department, for a one-year special leave without pay ending July 29, 2017, with her name to be placed on the eligible lists for Word Processing Operator, Clerical Assistant II, Clerical Assistant I, and Test Monitor I.
Hire Date: April 7, 2014
Reason: Education.
Department Recommendation: Approval.

LEAVES OF ABSENCE WITHOUT PAY - UNCLASSIFIED

30. Luis S. Generoso, Recycling Program Manager (Option Class: Water Resource Program Manager), Public Utilities Department, for a leave of absence from the Classified Service effective August 8, 2016, 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	12	Family/Childcare/Maternity	02
Leave requests with job saved	01	Education/Training	03
Leave requests with name on list	10	Medical	01
Unclassified	01	Relocation	01
		Outside Employment	04
		Unclassified	01
		Other	00

ADJOURNMENT

The Commission approved changing the next Civil Service Commission meeting date to October 13, 2016.

There being no further business, the meeting was adjourned at 2:45 p.m.

Matthleus E. Stephens, President