

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

Thursday, October 6, 2017, 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 President Mattheus E. Stephens at 1:08 p.m. Also present were Commissioner Jacquelyn R. Atkinson, and Commissioner Dr. Don E. Conley. Commissioner Maricela Amezola 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  
Joseph R. Kloberdanz, Vice-President  
Maricela Amezola, Commissioner  
Jacquelyn R. Atkinson, Commissioner

Friday, October 6, 2017, at 1:00 p.m.  
Civil Service Commission Room, Civic Center Plaza  
1200 Third Avenue, Suite 300  
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**ITEMS FOR ACTION**

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**INTRODUCTION**

1. Roll Call.

**ACTION TAKEN/PENDING**

Present were President Mattheus E. Stephens, Commissioner Jacquelyn R. Atkinson, and Commissioner Dr. Don E. Conley. 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 welcomed Commissioner Jacquelyn R. Atkinson and Commissioner Dr. Don E. Conley, and acknowledged Commissioner Lori Thacker who will be attending next month's Civil Service Commission meeting.

President Stephens acknowledged Laura Colvin, Bette Robbins, and Joseph Faulk for 28 years of service with the City.

President Stephens acknowledged Karl Kosmas as the Personnel Department's Employee of the Quarter and acknowledged Eva Sanchez as the Employee of the Year.

**CONSENT AGENDA (Items 2 and 3 can be approved with one motion.)**

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| 2. | Approval of the minutes for the regular business meeting of September 7, 2017. | Approved. |
| 3. | Leave of Absence Without Pay - In Order. Item 14.                              | Approved. |

**LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION**

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|----|---|---|
| 4. | <p>Maria I. Dubay, Word Processing Operator, Police Department, for a one-year (second extension) special leave without pay ending September 12, 2018, with her name to be placed on the eligible lists for Word Processing Operator and Clerical Assistant II.<br/> Hire Date: December 3, 2001<br/> Reason: Continued relocation with spouse.<br/> Department Recommendation: Approval.</p> | <p>Approved.<br/> Speaking for staff was Darren Keenaghan.<br/> Speaking for the department was Margaret Mendez.</p>  |
| 5. | <p>Barbara M. Guild, Dispatcher I, Police Department, for a one-year (second extension) special leave without pay ending September 9, 2018, with her name to be placed on the eligible list for Dispatcher I.<br/> Hire Date: December 6, 2016<br/> Reason: Continued family care.<br/> Department Recommendation: Approval.</p>  | <p>Approved.<br/> Speaking for staff was Darren Keenaghan.<br/> Speaking for the department was Margaret Mendez.</p>  |
| 6. | <p>Jason D. Mitchell, Fire Fighter II, Fire-Rescue Department, for a one-year special leave without pay ending October 26, 2018, with his name to be placed on the eligible list for Fire Fighter II.<br/> Hire Date: April 9, 2016<br/> Reason: Outside employment.<br/> Department Recommendation: Denial.</p>  | <p>Denied.<br/> Speaking for staff was Darren Keenaghan.</p>  |
| 7. | <p>Esmeralda M. Sanchez, Police Officer II, Police Department, for a one-year special leave without pay ending October 4, 2018, with her job to be saved.<br/> Hire Date: August 27, 2015<br/> Reason: Relocation.<br/> Department Recommendation: Modification to name on eligible list.</p>   | <p>Approved with modification to name on eligible list.<br/> Speaking for staff was Darren Keenaghan.<br/> Speaking for the department was Margaret Mendez.</p> |

8. Joseph R. Telaak, Fire Fighter II, Fire-Rescue Department, for a one-year special leave without pay ending September 3, 2018, with his name to be placed on the eligible list for Fire Fighter II.  
Hire Date: November 8, 2014  
Reason: Outside employment.  
Department Recommendation: Denial. Withdrawn.
9. Guotao Zeng, Police Investigative Service Officer I, Police Department, for a one-year (second extension) special leave without pay ending September 11, 2018, with his name to be placed on the eligible list for Police Investigative Service Officer I.  
Hire Date: May 3, 2013  
Reason: Continued outside employment.  
Department Recommendation: Approval. Approved.  
Speaking for staff was Darren Keenaghan.  
Speaking for the department was Margaret Mendez.

**POLICY ITEMS - DISCUSSION**

10. Approval of Exceptional Merit Increase for Maria G. Macias, Payroll Audit Specialist I. Approved.  
Speaking for staff was Darren Keenaghan.
11. Approval of Exceptional Merit Increase for Patricia T. Sierra, Associate Management Analyst. Approved.  
Speaking for staff was Darren Keenaghan.
12. Review of Fiscal Year 2019 Salary Proposals Submitted for Study. Speaking for staff was Anne Lamén Aban.  
  
Approved staff recommendations except for the Land Surveying classification series which the Commission directed staff to study.  
  
**Land Surveying Series**  
Speaking for MEA was Cathleen Higgins.  
Speaking was John Butcher.
- Storm Water Inspector Series**  
Speaking for MEA was Kelly Cruz.  
Speaking was James Hook.
13. Daniel J. Dohanyos, appealing his medical disqualification for the position of Police Recruit. Denied.  
Speaking for staff was Jennifer Lamas-Villanueva.  
Speaking for the department was Margaret Mendez.  
Speaking was Daniel J. Dohanyos.

**LEAVES OF ABSENCE WITHOUT PAY – UNCLASSIFIED**

14. Alfred V. Bajet, Information Systems Administrator, Public Works Department, for a leave of absence from the Classified Service effective August 7, 2017 while temporarily filling an unclassified position with his 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	07	Family/Childcare/Maternity	01
Leave requests with job saved	01	Education/Training	00
Leave requests with name on list	05	Medical	00
Unclassified	01	Relocation	02
		Outside Employment	03
		Unclassified	01
		Other	00

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**ADJOURNMENT**

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At 1:08 p.m. the Commission convened into open session. There being no further business, the meeting was adjourned at 2:18 p.m.

Mattheus E. Stephens, President