

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

Tuesday, November 13, 2018, at 12:30 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 12:35 p.m. Also present were Vice-President Maricela Amezola, Commissioner Dr. Don E. Conley, and Commissioner Lori Thacker. Commissioner Jacquelyn R. Atkinson was 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

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

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ITEMS FOR ACTION

INTRODUCTION

1. Roll Call.

ACTION TAKEN/PENDING

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

CONSENT AGENDA (Items 2 through 4 can be approved with one motion.)

- 2. Approval of the minutes for the regular business meeting of October 4, 2018. Approved.
- 3. Leaves of Absence Without Pay – In Order. Items 19 and 20. Approved.
- 4. Minutes of the San Diego City Civil Service Commission Joint Apprenticeship Committee meeting of June 27, 2018. Approved.

LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

- 5. Monica Ann R. Castro, Administrative Aide II, Police Department, for a one-year special leave without pay ending September 30, 2019, with her job to be saved.
Hire Date: August 16, 2004
Reason: Outside employment.
Department Recommendation: Modification to name on eligible list. Withdrawn.
- 6. Tamera L. Hildebrand-McDowell, Public Information Clerk, Development Services Department, for a six-month (second extension) special leave without pay ending May 1, 2019, with her name to be placed on the eligible lists for Public Information Clerk, Account Clerk, and Clerical Assistant II.
Hire Date: November 5, 2001
Reason: Maintain employment eligibility.
Department Recommendation: Approval. Approved.
Speaking for staff was Eva Sanchez.
- 7. Eric O. Meekins, Court Support Clerk II, Office of the City Attorney, for a four-month special leave without pay ending February 14, 2019, with his job to be saved.
Hire Date: December 18, 2017
Reason: Medical.
Department Recommendation: Modification to name on eligible list. Continued.
Speaking for staff was Eva Sanchez.
Speaking was Eric O. Meekins.
Speaking for the department was Tanya Tomlinson.

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| 8. | Neil J. Torculas, Information Systems Analyst IV, Environmental Services Department, for a one-year (first extension) special leave without pay ending October 15, 2019, with his name to be placed on the eligible lists for Information Systems Analyst IV, Information Systems Analyst III, and Information Systems Analyst II.
Hire Date: September 25, 2006
Reason: Maintain employment eligibility.
Department Recommendation: Approval. | Approved.
Speaking for staff was Eva Sanchez. |
| 9. | Jorge S. Zingaretti, Parking Enforcement Officer I, Police Department, for a one-year special leave without pay ending November 2, 2019, with his job to be saved.
Hire Date: April 11, 2007
Reason: Family care.
Department Recommendation: Modification to name on eligible list. | Approved with modification to name on eligible list.
Speaking for staff was Eva Sanchez. |

POLICY ITEMS - DISCUSSION

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| 10. | Approval of Exceptional Merit Increase for Timothy Beasley, Junior Engineering Aide. | Approved Items 10 through 17 with one motion. |
| 11. | Approval of Exceptional Merit Increase for Arielle L. Beaulieu, Biologist II. | |
| 12. | Approval of Exceptional Merit Increase for Ian R. Brazill, Associate Management Analyst. | |
| 13. | Approval of Exceptional Merit Increase for Breanne A. Busby, Associate Engineer – Civil. | |
| 14. | Approval of Exceptional Merit Increase for Daniel L. Daft, Water Production Superintendent. | |
| 15. | Approval of Exceptional Merit Increase for Arnilda P. Reyes, Associate Management Analyst. | |
| 16. | Approval of Exceptional Merit Increase for Jeremy C. Tolson, Hazardous Materials Inspector II. | |
| 17. | Approval of Exceptional Merit Increase for Sonia Tucci, Associate Management Analyst. | |

UNFINISHED BUSINESS

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| <p>18. James Roberts Jr., Equipment Operator II, Public Utilities Department, for a one-year special leave without pay ending February 27, 2019, with his job to be saved. Hire Date: July 9, 2001 Reason: Medical. Department Recommendation: Modification to name on eligible list.</p> | <p>Approved with modification to name on eligible list. Speaking for staff was Darren Keenaghan. Speaking for the department was Maureen Brungardt. Speaking for Local 127 was Rodney Fowler.</p> |
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LEAVES OF ABSENCE WITHOUT PAY – UNCLASSIFIED

19. Nicholas C. Hodnett, Organization Effectiveness Specialist III, for a leave of absence from the Classified Service effective October 13, 2015, while filling an unclassified position with his name to be placed on the appropriate eligible list.
20. Angela V. Muffley, Safety Officer, Risk Management Department, for a leave of absence from the Classified Service effective September 21, 2018, 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	08	Family/Childcare/Maternity	01
Leave requests with job saved	04	Education/Training	00
Leave requests with name on list	02	Medical	02
Unclassified	02	Relocation	00
		Outside Employment	01
		Unclassified	02
		Other	02

CLOSED SESSION

At 11:45 a.m., the Commission met in Closed Session with the following agenda:

- I. Deliberation on disciplinary appeal pursuant to Government Code Section 54957:
- a. Matthew Papuga – Dismissed for lack of jurisdiction.

ADJOURNMENT

At 12:35 p.m. the Commission convened into open session. There being no further business, the meeting was adjourned at 1:02 p.m.

Mattheus E. Stephens, President