

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

Thursday, November 21, 2019, at 1:00 p.m.  
Civil Service Commission Room, Civic Center Plaza  
1200 Third Avenue, Suite 300  
San Diego, California 92101

- A. The special business meeting of the Civil Service Commission was called to order by President Lori Thacker at 1:08 p.m. Also present were Vice-President Maricela Amezola and Commissioner Dr. Don E. Conley. 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 Dina Marocco. Serving as legal advisor to the Commission was Deputy City Attorney Jennifer Berry.



City of San Diego  
Civil Service Commission

**MINUTES**

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

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**ITEMS FOR ACTION**

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**INTRODUCTION**

1. Roll Call.

**ACTION TAKEN/PENDING**

Present were President Lori Thacker, Vice-President Maricela Amezola, and Dr. Don E. Conley. 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 9 can be approved with one motion.)**

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|----|---|---|
| 2. | Approval of the minutes for the special business meeting of October 14, 2019.                                   | Approved items 2 through 9 with one motion. |
| 3. | Leaves of Absence Without Pay - In Order. Items 25 through 34.  |   |
| 4. | Minutes of the San Diego City Civil Service Commission Joint Apprenticeship Committee meeting of June 25, 2019. |   |
| 5. | Approval of Exceptional Merit Increase for Melba E. Alatorre, Administrative Aide I.                            |   |
| 6. | Approval of Exceptional Merit Increase for Leslie J. Cerritos, Administrative Aide II.                          |   |
| 7. | Approval of Exceptional Merit Increase for Diana Cervantes, Claims Clerk.                                       |   |
| 8. | Approval of Exceptional Merit Increase for Silvia P. Luna, Claims Clerk.  |   |
| 9. | Approval of Exceptional Merit Increase for Silvia Ybarra, Administrative Aide II.                               |   |

**LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION**

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| 10. | Bahareh Asadolahi, Library Assistant III, Library Department, for a one-year special leave without pay (first extension) ending October 2, 2020, with her name to be placed on the eligible list for Library Assistant III.<br>Hire Date: January 5, 2001<br>Reason: Personal.<br>Department Recommendation: Approval. | Approved.<br>Speaking for staff was Eva Sanchez. |
| 11. | Ronald C. Hamilton II, Police Officer II, Police Department, for a one-year special leave without pay ending October 18, 2020, with his job to be saved.<br>Hire Date: February 19, 2015<br>Reason: Personal and Outside Employment.<br>Department Recommendation: Denial.   | Denied.<br>Speaking for staff was Eva Sanchez.   |

12. Jorge J. Huerta, Plant Technician II, Public Utilities Department, for a one-month special leave without pay (first extension) ending November 26, 2019, with his job to be saved.  
Hire Date: May 16, 2011  
Reason: To finish training for the Navy Reserve.  
Department Recommendation: Approval.

Approved.  
Speaking for staff was Eva Sanchez.  
Speaking was Jorge Huerta.
13. Robert A. Hurt Jr., Utility Worker I, Transportation and Storm Water Department, for a six-month special leave without pay ending April 10, 2020, with his name to be placed on the eligible lists for Utility Worker I and Laborer.  
Hire Date: December 19, 2016  
Reason: Loss of Class C Driver License.  
Department Recommendation: Denial.

Approved.  
Speaking for staff was Eva Sanchez.  
Speaking was Robert Hurt Jr.  
Speaking for the department was Kristy Reeser.
14. Anthony T. Martinez, Traffic Signal Technician II, Transportation and Storm Water Department, for an eight-month special leave without pay ending June 15, 2020, with his name to be placed on the eligible lists for Traffic Signal Technician II and Traffic Signal Technician I.  
Hire Date: December 9, 2013  
Reason: Outside employment.  
Department Recommendation: Approval.

Denied.  
Speaking for staff was Eva Sanchez.  
Speaking for the department was Kristy Reeser.
15. Jeffrey T. Reed, Fire Engineer, Fire-Rescue Department, for a one-year special leave without pay ending October 2, 2020, with his name to be placed on the eligible list for Fire Engineer.  
Hire Date: September 6, 2008  
Reason: Loss of Class B Driver License.  
Department Recommendation: Approval.

Approved.  
Speaking for staff was Eva Sanchez.  
Speaking for the department was Chris Webber.
16. Neil J. Torculas, Information Systems Analyst IV, Environmental Services Department, for a one-year special leave without pay (second extension) ending October 15, 2020, 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.

17. Jorge S. Zingaretti, Parking Enforcement Officer I, Police Department, for a one-year special leave without pay (first extension) ending November 2, 2020, with his name to be placed on the eligible list for Parking Enforcement Officer I.  
Hire Date: April 11, 2007  
Reason: Family care.  
Department Recommendation: Approval.

Approved.  
Speaking for staff was Eva Sanchez.

**POLICY ITEMS - DISCUSSION**

18. Request from the Sustainability Department to exempt a Program Manager position from the Classified Service.
19. Staff recommendations on special salary adjustments and title changes for the Fiscal Year 2021 Salary Ordinance.

Approved.  
Speaking for staff was Saba Berenji.

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Alternative Recommendation

- (1) Collections Investigator Series

Not Recommended for Approval

- (2) Golf Starter Series  
(3) Project Officer Series  
(4) Safety Representative Series

1. **Collections Investigator Series – Request for Special Salary Adjustment of 5-13% and Title Change**

Approved title change from Collections Investigator III to Collections Investigator Supervisor.  
Denied request for special salary adjustment.

2. **Golf Starter Series – Request for Special Salary Adjustment of 6-15% and Title Change**

Approved title change from Golf Starter to Golf Operations Assistant and Golf Starter Supervisor to Golf Operations Supervisor.  
Denied request for special salary adjustment.  
Speaking was Michael Jones.

3. **Project Officer Series – Request for Special Salary Adjustment of 10%**

Denied request for special salary adjustment.  
Speaking for MEA was Kim Edmunds.  
Speaking was Melody Alsheikh and David Wells.

4. **Safety Representative Series – Request for Special Salary Adjustment of 25%**  
Denied request for special salary adjustment.  
Speaking for MEA was Kim Edmunds.  
Speaking was Edney Darling.
20. Stephen L. Brown, appealing his conviction record disqualification for the position of Lake Aide I. Approved.  
Speaking for staff was Edgar Portilla.  
Speaking was Stephen L. Brown.
21. Joseph J. Heuring, appealing his conviction record disqualification for the position of Laborer. Denied.  
Speaking for staff was Edgar Portilla.  
Speaking was Joseph J. Heuring.
22. Michael J. Robbins, appealing his conviction record disqualification for the position of Lake Aide II. Withdrawn.
23. Irving Santos, appealing his conviction record disqualification for the position of Recreation Leader I. Approved.  
Speaking for staff was Edgar Portilla.  
Speaking was Irving Santos.

**UNFINISHED BUSINESS**

24. Staff recommendations on special salary adjustments for the Fiscal Year 2021 Salary Ordinance. Speaking for staff was Saba Berenji.
- Not Recommended for Approval  
Storm Water Inspector Series. **Storm Water Inspector Series – Request for Special Salary Adjustment of 17-18%**  
Denied request for special salary adjustment.  
Speaking for MEA was Katy Seals.  
Speaking were Julie Marlett and Heather Krish.

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

25. Timothy A. Archer, Parking Enforcement Officer I, Police Department, for a one-year special leave without pay ending October 3, 2020, with his name to be placed on the eligible list for Parking Enforcement Officer I. Hire Date: May 2, 2014  
Reason: Family care.  
Department Recommendation: Approval.

26. Sara M. Burt, Paralegal (Option Class: Retirement Paralegal), San Diego City Employees' Retirement System, for a one-year special leave without pay ending September 18, 2020, with her name to be placed on the eligible list for Paralegal.  
Hire Date: June 24, 2019  
Reason: Medical.  
Department Recommendation: Approval.
27. Keri M. Rosenbloom, Police Dispatcher, Police Department, for a one-year special leave without pay ending September 30, 2020, with her name to be placed on the eligible list for Police Dispatcher.  
Hire Date: April 13, 2004  
Reason: Medical.  
Department Recommendation: Approval.
28. Thomas D. Woods, Fire Fighter II, Fire-Rescue Department, for a seven-month special leave without pay ending May 1, 2020, with his job to be saved.  
Hire Date: April 9, 2016  
Reason: Medical.  
Department Recommendation: Approval.

**LEAVES OF ABSENCE WITHOUT PAY - UNCLASSIFIED**

29. Kelly E. Balo, Project Officer II, Public Utilities Department, for a leave of absence from the Classified Service effective September 26, 2019, while filling an unclassified position with her name to be placed on the appropriate eligible list.
30. Brady Redmond A. Balolong, Senior Management Analyst, Public Works Department, for a leave of absence from the Classified Service effective September 9, 2019, while filling an unclassified position with his name to be placed on the appropriate eligible list.
31. Jason D. Grani, Senior Civil Engineer, Public Works Department, for a leave of absence from the Classified Service effective September 23, 2019, 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.

- 32. Theartis L. Howell, Supervising Department Human Resources Analyst, Human Resources Department, for a leave of absence from the Classified Service effective September 21, 2019, while filling an unclassified position with her name to be placed on the appropriate eligible list.
- 33. Graciela Navarro, Senior Personnel Analyst, Personnel Department, for a leave of absence from the Classified Service effective September 23, 2019, while filling an unclassified position with her name to be placed on the appropriate eligible list.
- 34. Ulysses I. Panganiban, Community Development Specialist IV, Economic Development Department, for a leave of absence from the Classified Service effective June 17, 2019, 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	18	Family/Childcare/Maternity	02
Leave requests with job saved	03	Education/Training	01
Leave requests with name on list	09	Medical	03
Unclassified	06	Relocation	00
		Outside Employment	02
		Unclassified	06
		Other	04

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**CLOSED SESSION**

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At 12:41 p.m., the Commission met in Closed Session with the following agenda:

- I. Deliberation on disciplinary appeal, pursuant to Government Code Section 54957:
  - a. 2019-1 - Termination reduced to a suspension.
  - b. Joshua Ortiz - Termination upheld.

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**ADJOURNMENT**

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At 1:08 p.m., the Commission convened into open session.

At 3:15 p.m., President Thacker called for a break.

At 3:26 p.m., the meeting continued.

There being no further business, the meeting was adjourned at 5:10 p.m.

Lori Thacker, President

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