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 Commissioner Maricela Amezola, Commissioner Jacquelyn R. Atkinson, Commissioner Dr. Don E. Conley, and Commissioner Lori Thacker.

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.
ITEMS FOR ACTION

INTRODUCTION

1. Roll Call.

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

2. Election of Officers.

Re-elected as President was Commissioner Mattheus E. Stephens. Elected as Vice President was Commissioner Maricela Amezola.

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 3 and 4 can be approved with one motion.)

3. Approval of the minutes for the regular business meeting of November 9, 2017. Approved.


LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

5. Rachael B. Beale, Library Aide, Library Department, for a one-year special leave without pay ending November 2, 2018, with her name to be placed on the eligible list for Library Aide.
   Hire Date: August 27, 2012
   Reason: Outside employment.
   Department Recommendation: Approval.

6. Kimberly K. Easto Ukuzato, Police Officer II, Police Department, for a three-month (first extension) special leave without pay ending April 1, 2018, with her name to be placed on the eligible list for Police Officer II.
   Hire Date: September 19, 1994
   Reason: Continued family care.
   Department Recommendation: Approval.

7. Earl W. Hamilton Jr., Special Event Traffic Controller I, Police Department, for a one-year (first extension) special leave without pay ending November 24, 2018, with his name to be placed on the eligible list for Special Event Traffic Controller I.
   Hire Date: June 22, 2007
   Reason: Medical.
   Department Recommendation: Approval.
8. Tamera L. Hildebrand-McDowell, Public Information Clerk, Development Services Department, for a one-year (first extension) special leave without pay ending October 31, 2018, with her name to be placed on the eligible list for Public Information Clerk.
   Hire Date: November 5, 2001
   Reason: Continued family care.
   Department Recommendation: Approval.

9. Cory R. Phillips, Fire Fighter II, Fire-Rescue Department, for a one-year special leave without pay ending October 19, 2018, with his name to be placed on the eligible lists for Fire Fighter II and Fire Fighter I.
   Hire Date: November 8, 2014
   Reason: Outside employment.
   Department Recommendation: Approval.

**POLICY ITEMS - DISCUSSION**

10. Approval of Exceptional Merit Increase for Jay Alvarado, Assistant Management Analyst. Approved Items 10 through 18 with one motion.

11. Approval of Exceptional Merit Increase for Sergio R. Arias, Horticulturist.

12. Approval of Exceptional Merit Increase for Samantha L. Ely, Administrative Aide II.

13. Approval of Exceptional Merit Increase for Toni E. Hunter, Clerical Assistant II.


15. Approval of Exceptional Merit Increase for Heather M. Scott, Payroll Specialist II.

16. Approval of Exceptional Merit Increase for Michael J. Weathersby, Code Compliance Officer.

17. Approval of Exceptional Merit Increase for Cheryl A. Willis, Senior Legal Secretary.

18. Approval of Exceptional Merit Increase for Teresa C. Wright, Code Compliance Officer.
19. Request from the Transportation and Storm Water Department to exempt two Program Manager positions from the Classified Service. Approved. Speaking for staff was Christia Davis.

20. Request from the Personnel Director to merge the current Police Recruit (T10643) eligible list with the new Police Recruit (T11130) eligible list. Approved. Speaking for staff was Douglas Edwards.

21. Request from the Personnel Director to merge the current Principal Survey Aide (T10478) eligible list with the new Principal Survey Aide (T11128) eligible list. Approved. Speaking for staff was Douglas Edwards.

22. Christopher J. Pallone, appealing his disqualification from the Fire Engineer Performance Test. Continued. Speaking for staff was Douglas Edwards. Speaking for Local 145 was Mike McGhee and Tony Tosca.

23. Russell J. Castillo, appealing his disqualification from the Fire Engineer Performance Test. Continued. Speaking for staff was Douglas Edwards. Speaking for Local 145 was Mike McGhee and Tony Tosca.

24. Terri D. Franklin, appealing her conviction record disqualification for the position of Clerical Assistant II (Option Class: Temporary Pool). Continued. Speaking for staff was Edgar Portilla. Speaking was Terri D. Franklin and Gary Franklin.

25. Ema L. Moreno, appealing the rejection of her application for Grounds Maintenance Manager (T10853). Denied. Speaking for staff was Darren Keenaghan. Speaking was Ema L. Moreno.

26. Staff recommendations on special salary adjustments, new classifications and title changes for Fiscal Year 2019. Speaking for staff was Christia Davis.

1. **Legal Secretary Series – Request for Special Salary Adjustment of 30%**
   - Approved 20% special salary adjustment.
   - Speaking for MEA was Cathleen Higgins.
   - Speaking was Anna Lonergan, Gerry Braun, and Tanya Tomlinson.
2. **Police Records Clerk Series – Request for Special Salary Adjustment of 15%**
   Approved 15% special salary adjustment.
   Speaking for MEA was Kelly Cruz.

3. **Horticulturist – Request for Special Salary Adjustment of 10%**
   Denied request for special salary adjustment.
   Referred to meet and confer for possible certification pay.
   Speaking for MEA was Kelly Cruz.

4. **Park Ranger Series – Request for Special Salary Adjustment of 25%**
   Denied request for special salary adjustment.
   Referred to meet and confer for possible certification pay.
   Speaking for MEA was Kelly Cruz.

5. **Biologist Series – Request for Special Salary Adjustment of 15%**
   Denied request for special salary adjustment.
   Speaking for MEA was Kelly Cruz.
   Speaking was Rachael Davenport.

6. **Disposal Site Representative Series – Request for Special Salary Adjustment of 15%**
   Denied request for special salary adjustment.
   Speaking for MEA was Kelly Cruz.

7. **Library Series – Request for Title Change**
   Continued to February meeting.
   Speaking for MEA was Kelly Cruz.
   Speaking was Misty Jones and Robert Cronk.

8. **Power Plant Operator – Request for Special Salary Adjustment**
   Denied request for special salary adjustment.
   Speaking for Local 127 was Rodney Fowler.
**UNFINISHED BUSINESS**

27. Pamela Gaydos, Claims Clerk, Risk Management Department, for a one-year special leave without pay ending October 12, 2018, with her job to be saved. 
   Hire Date: September 10, 2007 
   Reason: Medical. 
   Department Recommendation: Modification to name on eligible list. 

Withdrawn.

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

28. Erin J. Foxwell, Dispatcher II, Police Department, for a one-year special leave without ending November 3, 2018, with her name to be placed on the eligible lists for Dispatcher II and Dispatcher I. 
   Hire Date: June 6, 2012 
   Reason: Medical. 
   Department Recommendation: Approval.

29. Celia N. Ramirez, Special Event Traffic Controller I, Police Department, for a one-year special leave without pay ending September 14, 2018, with her name to be placed on the eligible list for Special Event Traffic Controller I. 
   Hire Date: October 23, 2003 
   Reason: Medical. 
   Department Recommendation: Approval.

30. Lovell H. Wright, Sanitation Driver I, Environmental Services Department, for a one-year special leave without pay ending October 29, 2018, with his name to be placed on the eligible lists for Sanitation Driver I and Sanitation Driver Trainee. 
   Hire Date: November 7, 2016 
   Reason: Relocation. 
   Department Recommendation: Approval.
LEAVES OF ABSENCE WITHOUT PAY – TOTAL

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CLOSED SESSION

At 12:09 p.m., the Commission met in Closed Session with the following agenda:

I. Deliberation on disciplinary appeal pursuant to California Government Code Section 54957:

II. Public Employee Appointment, pursuant to California Government Code Section 54957:

Personnel Director – Appointed by the Civil Service Commission (Commission) per San Diego City Charter §§ 37 and 116, the Personnel Director serves as the secretary of the Commission. – No action taken.

ADJOURNMENT

At 1:11 p.m. the Commission convened into open session.

At 2:40 p.m. President Mattheus E. Stephens called for a break.

At 2:48 p.m. the meeting continued.

There being no further business, the meeting was adjourned at 4:01 p.m.

Mattheus E. Stephens, President