

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

Thursday, March 7, 2024, at 11:30 a.m.
Council Closed Session Room – 12th Floor
City Administration Building
202 C Street
San Diego, California 92101

- A. The closed session meeting of the Civil Service Commission was called to order by President Sunday Gover at 11:35 a.m. Also present were Vice President Nicolaz Portillo, Commissioner Sam Merrill, and Commissioner Trang Pham. Commissioner Will Moore arrived at 12:54 pm.

- B. The staff was represented by Interim Personnel Director David Dalager, Assistant Personnel Director Anne Lamén Aban, and Assistant to the Director Saba O’Neal. Serving as legal advisor to the Commission was Deputy City Attorney Jose Garcia Jr.



City of San Diego
Civil Service Commission

MINUTES

Sunday Gover, President
Nicolaz Portillo, Vice President
Samuel Merrill, Commissioner
Will Moore, Commissioner
Trang Pham, Commissioner

Thursday, March 7, 2024, at 11:30 a.m.
Council Closed Session Room – 12th Floor
City Administration Building
202 C Street
San Diego, California 92101

This information will be made available in alternative formats upon request, as required by the Americans with Disabilities Act (ADA), by contacting Robin Recendez at 619-236-6400 or personnel@sanidiego.gov. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for alternatives to observing meetings and offering public comment as noted above, may be made by contacting Robin Recendez at 619-236-6400 or personnel@sanidiego.gov. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services, or interpreters, require different lead times, ranging from five business days to two weeks. Please keep this in mind and provide as much advance notice as possible in order to ensure availability. The Civil Service Commission is committed to resolving accessibility requests swiftly in order to maximize accessibility.

CLOSED SESSION

The Commission met in Closed Session with the following agenda:

1. PUBLIC EMPLOYEE: Deliberation on disciplinary appeal pursuant to California Government Code Section 54957 – Yashar Asgharzadeh – Motion to uphold the termination passed 4-0. Commissioner Moore was not present.
2. PUBLIC EMPLOYEE: Deliberation on disciplinary appeal pursuant to California Government Code Section 54957 – Andre Jenkins – Motion to uphold the termination passed 4-0. Commissioner Moore was not present.
3. PUBLIC EMPLOYEE: Deliberation on disciplinary appeal pursuant to California Code Section 54957 – Andres Salas – Motion to uphold the termination passed 5-0.
4. PUBLIC EMPLOYMENT – Appeal of employment disqualifications pursuant to California Government Code section 54957(b)(1):
Martin Garcia, appealing their disqualification for the position of Master Fleet Technician. – Continued.

5. PUBLIC EMPLOYMENT – Appeal of employment disqualifications pursuant to California Government Code section 54957(b)(1):
Dac X. Nguyen, appealing their disqualification for the position of Master Fleet Technician. – Continued.
6. PUBLIC EMPLOYMENT – Appeal of employment disqualifications pursuant to California Government Code section 54957(b)(1):
Cameron D. Rosier, appealing their conviction record disqualification for the position of Field Representative. – Motion to deny the appeal passed 4-0. Commissioner Moore was not present.
7. PUBLIC EMPLOYMENT – Appeal of employment disqualifications pursuant to California Government Code section 54957(b)(1):
Lorenzo C. Yelder, appealing their conviction record disqualification for the position of Wastewater Operations Supervisor. – Motion to deny the appeal passed 4-0. Commissioner Moore was not present.

Publicly disclosed in Open Session at 1:05 p.m.

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

Thursday, March 7, 2024, at 1:00 p.m.
Council Closed Session Room – 12th Floor
City Administration Building
202 C Street
San Diego, California 92101

- A. The regular business meeting of the Civil Service Commission was called to order by President Sunday Gover at 1:04 p.m. Also present were Vice President Nicolaz Portillo, Commissioner Sam Merrill, Commissioner Will Moore, and Commissioner Trang Pham.

- B. The staff was represented by Interim Personnel Director David Dalager, Assistant Personnel Director Anne Lamén Aban, and Assistant to the Director Saba O’Neal. Serving as legal advisor to the Commission was Deputy City Attorney Jose Garcia Jr.



City of San Diego
Civil Service Commission

MINUTES

Sunday Gover, President
Nicolaz Portillo, Vice President
Samuel Merrill, Commissioner
Will Moore, Commissioner
Trang Pham, Commissioner

Thursday, March 7, 2024, at 1:00 p.m.
Council Closed Session Room – 12th Floor
City Administration Building
202 C Street
San Diego, California 92101

This information will be made available in alternative formats upon request, as required by the Americans with Disabilities Act (ADA), by contacting Robin Recendez at 619-236-6400 or personnel@sandiego.gov. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for alternatives to observing meetings and offering public comment as noted above, may be made by contacting Robin Recendez at 619-236-6400 or personnel@sandiego.gov. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services, or interpreters, require different lead times, ranging from five business days to two weeks. Please keep this in mind and provide as much advance notice as possible in order to ensure availability. The Civil Service Commission is committed to resolving accessibility requests swiftly in order to maximize accessibility.

ITEMS FOR ACTION

INTRODUCTION

1. Roll Call.

ACTION TAKEN/PENDING

Present were President Gover, Vice President Portillo, Commissioner Merrill, Commissioner Moore, and Commissioner Pham.

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."

Assistant to the Personnel Director Saba O'Neal acknowledged former Commissioner Aaron Olsen's four years of service on the Commission.

CONSENT AGENDA (Items 2 through 18 can be approved with one motion.)

2. Approval of the minutes for the regular meeting and closed session meeting of February 1, 2024.

Vice President Portillo made a motion to approve items 2 through 18.
Commissioner Moore seconded the motion.
Approved 5-0.
3. Approval of Exceptional Merit Increase for Yosmeli Cortez, Court Support Clerk II.
4. Approval of Exceptional Merit Increase for Laial S. Maroun, Junior Engineer – Civil.
5. Approval of Exceptional Merit Increase for Luis I. Martinez, Grounds Maintenance Worker II.
6. Approval of Exceptional Merit Increase for Toni E. Owens, Code Compliance Officer.
7. Approval of Exceptional Merit Increase for Leivy J. Santana Avalos, Development Project Manager II.
8. Isaiah G. Cross, Utility Worker II, Transportation Department, for a one-year special leave without pay ending February 12, 2025, with their name to be placed on the eligible lists for Water Distribution Operator Trainee, Water Systems Technician I, Stock Clerk, and Motive Service Trainee.
Hire Date: May 3, 2011
Reason: Medical.
Department Recommendation: Approval.
9. Suzanne M. Ellard, Police Officer I, Police Department, for a seven-month special leave without pay ending September 13, 2024, with their job to be saved.
Hire Date: May 31, 2022
Reason: Military leave.
Department Recommendation: Approval.
10. Abel Hernandez Jr., Water Utility Parts Buyer, Public Utilities Department, for a one-year special leave without pay ending February 4, 2025, with their job to be saved.
Hire Date: July 1, 2008
Reason: Family care.
Department Recommendation: Approval.

11. Tracy Kinder, Water Systems Technician III, Public Utilities Department, for a one-year special leave without pay ending January 21, 2025, with their name to be placed on the eligible list for Water Systems Technician III.
Hire Date: October 30, 2000
Reason: Medical.
Department Recommendation: Approval.
12. Victoria E. Ruiz, Finance Analyst III, Department of Finance, for a one-year special leave without pay ending February 11, 2025, with their name to be placed on the eligible lists for Finance Analyst III, Finance Analyst II, and Finance Analyst I.
Hire Date: October 13, 2014
Reason: Childcare.
Department Recommendation: Approval.
13. William R. Southern III, Laborer, Public Utilities Department, for a one-year special leave without pay ending January 21, 2025, with their name to be placed on the eligible list for Laborer.
Hire Date: January 19, 2019
Reason: Medical.
Department Recommendation: Approval.
14. Leonard J. Alfuentes, Finance Analyst IV, Department of Finance, for a leave of absence from the Classified Service effective November 25, 2023, while filling an unclassified position with their name be placed on the appropriate eligible list.
15. Diane M. Sheehan, Finance Analyst IV, Department of Finance, for a leave of absence from the Classified Service effective December 10, 2022, while filling an unclassified position with their name be placed on the appropriate eligible list.
16. Tina M. Williams, Police Captain, Police Department, for a leave of absence from the Classified Service effective January 20, 2024, while filling an unclassified position with their name to be placed on the appropriate eligible list.
17. Approval of the minutes for the Joint Apprenticeship Committee meetings of July 18, 2023, and November 16, 2023.

18. Request from the Personnel Director to use City employees as raters for the Fire Engineer examination.

LEAVES OF ABSENCE WITHOUT PAY – DISCUSSION

19. Daniel R. Lierman, Clerical Assistant II (Option Class: Police Clerk), Police Department, for a one-year special leave without pay ending February 11, 2025, with their job to be saved.
Hire Date: December 1, 2022
Reason: Education.
Department Recommendation: Modification to name on eligible list.

Vice President Portillo made a motion to approve the request with modification to name on eligible list. Commissioner Moore seconded the motion.
Approved 5-0.
Speaking for staff was Carissa Rosemore.
Speaking was Daniel R. Lierman.

POLICY ITEMS – DISCUSSION

20. Request from the Office of the City Attorney for Suspended Competition to appoint seven incumbents to the classification of Court Support Clerk Supervisor.

Vice President Portillo made a motion to approve the request.
Commissioner Merrill seconded the motion.
Approved 5-0
Speaking for staff was Carissa Rosemore.

21. Staff recommendations on special salary adjustments, new classification, and classification deletion for the Fiscal Year 2025 Salary Ordinance.

Speaking for staff was Rachel McDonald-Hernandez.

Recommended for Approval:

- Recommended for Approval:**
- 1) Equipment Operator II
 - 2) Marine Safety Lieutenant
 - 3) Principal Planner

- Not Recommended for Approval:**
- 4) Stock Clerk
 - 5) Storekeeper Series

1) Equipment Operator II
Vice President Portillo made a motion to approve a special salary adjustment of 15% for the Disposal Site Supervisor, Landfill Equipment Operator, Equipment Operator III, Equipment Operator II, Equipment Operator I, Motor Sweeper Operator, Traffic Striper Operator, Sewer Maintenance Equipment Operator, and Light Equipment Operator classifications. Commissioner Gover seconded the motion.
Approved 5-0.
Speaking for Local 127 were Andres Alva-Cardenas, Matt Kastrinsky, and Tim Douglass.
Speaking for the Transportation Department was Chris Gascon.

Speaking for the Public Utilities Department was Yajaira Gharst.
Speaking for the Parks and Recreation Department was Louis Merlin.
Speaking for the City Planning Department was Tait Galloway.

2) Marine Safety Lieutenant

President Gover made a motion to approve staff's recommendation for a special salary adjustment of 7.5% for the Marine Safety Captain and Marine Safety Lieutenant classifications. Vice President Portillo seconded the motion.

Approved 5-0.

Speaking for Local 911 was Connor Robbins.

3) Principal Planner

Commissioner Moore made a motion to approve staff's recommendation to delete the unclassified Principal Planner classification and to create a new classified Principal Planner classification, at a monthly salary of approximately \$11,893. Commissioner Merrill seconded the motion.

Approved 5-0.

Speaking for MEA was Nick Wright.

Not Recommended for Approval:

4) Stock Clerk

Commissioner Moore made a motion to approve a special salary adjustment of 20% for the Stock Clerk classification. President Gover seconded the motion. Approved 4-0. Commissioner Merrill recused himself.

Speaking for MEA was Nick Wright.

Speaking for the Office of the City Clerk was Diana Fuentes.

Speaking for the Public Utilities Department was Yajaira Gharst.

5) Storekeeper Series

Commissioner Moore made a motion to approve a special salary adjustment of 20% for the Stores Operation Supervisor, Storekeeper III, Storekeeper II, and Storekeeper I classifications.

22. Motion to dismiss the appeal of Hector Sanchez.

Vice President Portillo seconded the motion.

Approved 4-0. Commissioner Merrill recused himself.

Speaking for the department was Diana Fuentes.

Commissioner Moore made a motion to dismiss the appeal.

Vice President Portillo seconded the motion.

Approved 5-0.

Speaking for staff was Saba O'Neal.

INFORMATIONAL ITEMS

23. Request from Commissioner Moore for a report from the Interim Personnel Director.

Information item only. A draft of the classified hiring process guide is being reviewed by the Library Department; a draft Appointing Authority Interview packet which has a reduced number of required documents and includes a revised reference check form and rating factor sheet is being piloted by the Library Department; and a new request to fill process has been implemented by City Administration due to the budget deficit.

Speaking for staff was David Dalager.

24. Request from Commissioner Moore inviting the Chief Operating Officer, or their designee, to address the Civil Service Commission.

No report.

Speaking for staff was Saba O'Neal.

25. Report from the Ad Hoc Committee on the Personnel Director recruitment

Information item only.

Speaking for the Human Resources Department were Julie Rasco and Florencia Costa.

UNFINISHED BUSINESS

26. Staff recommendations on special salary adjustments, new classifications, and title change for the Fiscal Year 2025 Salary Ordinance.

Not Recommended for Approval:

- 1) Lifeguard II

1) Lifeguard II

President Gover made a motion to approve a special salary adjustment of 5% for the Lifeguard Sergeant, Lifeguard III, Lifeguard II, and Lifeguard I classifications.

Commissioner Merrill seconded the motion.

Approved 3-2. Vice President Portillo

and Commissioner Moore voting “No.”
Speaking for Local 911 were Conner
Robbins and Stephen Ure.
Speaking for the Fire-Rescue
Department was James Gartland.
Speaking were Zachary Polletta, Jordan
Poskey, Erica Johnson, and Mary
Comas.

ADJOURNMENT

At 1:04 p.m., the meeting commenced.

There being no further business, the meeting was adjourned at 3:17 p.m.

Sunday Gover, President