

**SAN DIEGO COUNTY CIVIL SERVICE COMMISSION
REGULAR MEETING AGENDA
JUNE 7, 2023**

1:30 p.m. CLOSED SESSION: Discussion of Personnel Matters and Pending Litigation

2:30 p.m. OPEN SESSION: Attend in-person at the County Administration Center, 1600 Pacific Highway, 4th Floor, Room 402A, San Diego, California; or

Notice pursuant to Government Code Section 54954.2.

**CLOSED SESSION AGENDA
County Administration Center, Room 458**

Members of the public may be present at this location to hear the announcement of the closed session agenda.

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GOV. CODE SEC. 54957(b)) Title: Executive Officer.

OPEN SESSION AGENDA

NOTE: If you want to provide oral input on an agenda item, please follow the instructions on the first page. A total of five minutes will be allocated for input on each of the agenda items unless additional time is requested at the outset and approved by the Commission President. If you are an appellant or complainant, you may identify yourself to the Commission using the number you have been assigned or your name. If you are speaking for an appellant or complainant, please use their assigned number. If you are a Peace Officer, please only use your assigned case number to identify yourself.

ORDER OF BUSINESS

- A. **ROLL CALL**
- B. **APPROVAL OF MINUTES:** Regular meeting of May 3, 2023.
- C. **NON-AGENDA PUBLIC COMMENT:** Members of the public may address any matter relating to the Civil Service Commission, other than the items that are on this agenda.
- D. **AGENDA ITEM DISCUSSION:** Any attendee can pull an agenda item for discussion. If you're attending in person, and you would like to pull an agenda item for discussion, please stand and identify yourself by name or number and we will return to your item after the consent agenda is approved. If you are speaking for an appellant or complainant, please use their assigned number. If you joined the meeting using Zoom, please use the Q&A function on the bottom portion of the screen to inform Commission staff of the agenda item you want to speak about. If you dialed into today's meeting, you may press *9 to "Raise Your Hand" to alert Commission staff.
- E. **FORMATION OF CONSENT AGENDA**
- F. **DISCUSSION ITEMS**

AGENDA ITEMS

SEAL PERFORMANCE APPRAISAL

Request

1. **2023-022**, Treasurer-Tax Collector Specialist, Treasurer-Tax Collector Department, requesting the sealing of a performance appraisal covering the period November 8, 2021, to May 7, 2022, in

her previous position of Recordable Documents Specialist I in the Assessor/Recorder/County Clerk Department.

RECOMMENDATION: Grant Request

SELECTION PROCESS

Findings

2. **2023-023**, Applicant, appealing the Department of Human Resources' removal of her name from the employment list for Correctional Deputy Probation Officer I.

RECOMMENDATION: Ratify. Appellant has been successful in the appellate process provided by Civil Service Rule 4.2.2 and their name has been returned to the employment list.

EXTENSION OF TEMPORARY APPOINTMENTS

3. Health and Human Services Agency

3 Office Assistants: **2023-024**, **2023-025** and **2023-026**

RECOMMENDATION: Ratify

ADJOURNED:

NEXT MEETING OF THE CIVIL SERVICE COMMISSION: JULY 19, 2023

ASSISTANCE FOR THE DISABLED: Agendas and records are available in alternative formats upon request. Contact the Civil Service Commission office at (619)531-5751 with questions or to request a disability-related accommodation. Individuals requiring sign language interpreters should contact the Americans with Disabilities Coordinator at (619)531-4908. To the extent reasonably possible, requests for accommodation or assistance should be submitted at least 24 hours in advance of the meeting so that arrangements may be made. An area in the front of the room is designated for individuals requiring the use of wheelchair or other accessible devices.