

**CIVIL SERVICE COMMISSION MINUTES**

**March 1, 2023**

A meeting of the Civil Service Commission was held at 2:33 p.m., in-person in room 402-A at the County Administration Center; 1600 Pacific Hwy.; and via Videoconference/Teleconference.

Present:

Bryan J. Fletcher  
Melissa Johnson  
Will Rodriguez-Kennedy  
Peter B. Smith

Absent:

Ira Sharp

Comprising a quorum of the Commission

Support Staff Present:

Todd Adams, Executive Officer  
Morgan Foley, Commission Legal Advisor

**Approved**  
**Civil Service Commission**  
**April 5, 2023**

**SAN DIEGO COUNTY CIVIL SERVICE COMMISSION  
REGULAR MEETING MINUTES  
MARCH 1, 2023**

CLOSED SESSION: No Items for Discussion

2:30 p.m. OPEN SESSION: County Administration Center, 1600 Pacific Highway, 4<sup>th</sup> Floor, Room 402A, San Diego, California; Videoconference/Teleconference

---

Notice pursuant to Government Code Section 54954.2.

**OPEN SESSION AGENDA  
In-Person and Videoconference/Teleconference**

**ORDER OF BUSINESS**

**A. ROLL CALL**

**Present: Fletcher, Johnson, Rodriguez-Kennedy, Smith**

**Absent: Sharp**

**B. APPROVAL OF MINUTES:** Regular meeting of February 1, 2023.

**Motion by Commissioner Smith to approve the minutes of February 1, 2023; seconded by Commissioner Fletcher.**

**Motion carried with all Commissioners present in favor.**

**C. NON-AGENDA PUBLIC COMMENT:**

None.

**D. AGENDA ITEM DISCUSSION:**

None.

**E. FORMATION OF CONSENT AGENDA**

Item Nos. 2 & 3 formed the Consent Agenda.

**Motion by Commissioner Rodriguez-Kennedy to approve the Consent Agenda; seconded by Commissioner Smith.**

**Motion carried with all Commissioners in favor.**

F. **DISCUSSION ITEMS:**

Item 1 is pulled for discussion.

**AGENDA ITEMS**

**HEARING FORMAT DISCUSSION**

1. Discuss hearing format, receive input, if any, from hearing stakeholders, and determine format for conducting hearings going forward.

RECOMMENDATIONS: 1) The default hearing format will be in-person, 2) By stipulation of both parties and concurrence of the hearing officer, some witnesses may testify via videoconference at an in-person hearing, and 3) By stipulation of both parties and concurrence of the hearing officer, a hearing may be conducted entirely via videoconference

**Motion by Commissioner Rodriguez-Kennedy to approve staffs' recommendation; seconded by Commissioner Fletcher.**

**Motion carried with all Commissioners in favor.**

**OTHER MATTERS**

**Extension of Temporary Appointments**

2. Health and Human Services Agency

4 Office Assistants: **2023-011, 2023-012, 2023-013, & 2023-014**

RECOMMENDATION: Ratify

**Ratified.**

3. Department of Human Resources

1 Human Resources Assistant: **2023-015**

RECOMMENDATION: Ratify

**Ratified.**

ADJOURNED: 2:47 p.m.

**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.