



City of San Diego  
Civil Service Commission

**AGENDA**

Nicolaz Portillo, President  
Will Moore, Vice President  
Joy Freeman, Commissioner  
Samuel Merrill, Commissioner  
Trang Pham, Commissioner

Thursday, February 5, 2026, at 1:00 p.m.  
Civil Service Commission Room  
Civic Center Plaza  
1200 Third Ave, Suite 300  
San Diego, California 92101

Virtual Participation: <https://sandiego.zoomgov.com/j/1602402238>

To join by telephone: Dial 1-669-254-5252. When prompted, input Webinar ID: 160 240 2238#

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## ITEMS FOR ACTION

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### INTRODUCTION

1. Roll Call.
2. Report Out of Closed Session.

### ACTION TAKEN/PENDING

### 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 to 10 can be approved with one motion.)

3. Approval of the minutes for the regular meeting of December 4, 2025.
4. Approval of Exceptional Merit Increase for Andres Molina, Administrative Aide II.

5. Cody L. Churchman, Fire Captain, Fire-Rescue Department, for a one-year special leave without pay ending March 31, 2027, with their name to be placed on the eligible lists for Fire Captain and Fire Engineer.  
Hire Date: July 5, 2014  
Reason: Childcare.  
Department Recommendation: Approve.
6. Rosemarie R.O. Cofer, Laboratory Technician, Public Utilities Department, for a one-year special leave without pay ending January 2, 2027, with their name to be placed on the eligible list for Laboratory Technician.  
Hire Date: March 18, 2023  
Reason: Childcare and Education.  
Department Recommendation: Approve.
7. Reginald R. Gobaleza, Library Assistant III, Library Department, for a one-year (second extension) special leave without pay ending December 8, 2026, with their name to be placed on the eligible list for Library Assistant III.  
Hire Date: September 4, 2012  
Reason: Education.  
Department Recommendation: Approve.
8. Jasmine B. Harris, Police Investigative Service Officer II, Police Department, for a one-year special leave without pay ending January 4, 2027, with their name to be placed on the eligible lists for Police Investigative Service Officer II and Police Investigative Service Officer I.  
Hire Date: February 24, 2022  
Reason: Childcare.  
Department Recommendation: Approve.
9. Robert A. Bunsold, Fire Battalion Chief, Fire-Rescue Department, for a leave of absence from the Classified Service effective December 6, 2025, while filling an unclassified position with their name to be placed on the appropriate eligible list.  
Hire Date: May 17, 2003

10. Kevin J. Pendleton, Fire Battalion Chief, Fire-Rescue Department, for a leave of absence from the Classified Service effective January 3, 2026, while filling an unclassified position with their name to be placed on the appropriate eligible list.  
Hire Date: October 7, 2006

#### **LEAVE OF ABSENCE WITHOUT PAY – DISCUSSION**

11. Brandon T. Howard, Senior Wastewater Operations Supervisor, Public Utilities Department, for a two-month special leave without pay ending March 6, 2026, with their job to be saved.  
Hire Date: December 13, 2021  
Reason: Outside Employment.  
Department Recommendation: Modify to name on eligible list.

#### **POLICY ITEMS – DISCUSSION**

12. Proposed Salary Review Process for Fiscal Year 2028.

#### **INFORMATIONAL ITEMS**

13. Request from Commissioner Merrill for a presentation on investigatory interviews.
14. Report on limited and restricted appointments and special differential positions for CY 2025.
15. Request from Commissioner Merrill for an update on the Equal Employment Opportunity Report.
16. Request from Vice President Moore for a report from the Personnel Director.

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City of San Diego  
Civil Service Commission

**CLOSED SESSION AGENDA**

Nicolaz Portillo, President  
Will Moore, Vice President  
Joy Freeman, Commissioner  
Samuel Merrill, Commissioner  
Trang Pham, Commissioner

Thursday, February 5, 2026, at 10:30 a.m.  
Civil Service Commission Room  
Civic Center Plaza  
1200 Third Ave, Suite 300  
San Diego, California 92101

Virtual Participation: <https://sandiego.zoomgov.com/j/1602402238>

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## CLOSED SESSION

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***NOTE: The Commission will convene at 10:30 a.m. to hear public comment of the Closed Session Agenda. Public testimony for the Closed Session Agenda will be taken before adjourning into closed session. At the close of public comment, the Commission will adjourn the public session and go into closed session. The regular meeting will begin at 1:00 p.m.***

PUBLIC EMPLOYMENT – Appeal of employment disqualifications pursuant to California Government Code section 54957(b)(1):

1. Armando A. Beltran, appealing their conviction record disqualification for the position of Heavy Truck Driver II.
2. Gilberto Macias III, appealing their conviction record disqualification for the position of Utility Worker II.
3. Cesar Montano Jr., appealing their conviction record disqualification for the position of Laborer.
4. Francisco J. Mota Jr., appealing their conviction record disqualification for the position of Utility Worker II.
5. Daniel M. Webb, appealing their conviction record disqualification for the position of Utility Worker II.
6. Dialasia M. Williamson, appealing their conviction record disqualification for the position of Sanitation Driver Trainee.
7. Tracy A. Simpson-Hayes, appealing their medical disqualification for the position of Laborer.

PUBLIC EMPLOYMENT – Appeal of disciplinary appeals pursuant to California Government Code section 54957(b)(1):

8. 2024-2, appealing their suspension from the position of Police Officer II.
9. 2025-1, appealing their suspension and disciplinary transfer from the position of Police Officer II.
10. Steven Glover, appealing their termination from the position of Sanitation Driver II.
11. Derrick Whitlock, appealing their termination from the position of Associate Department Human Resources Analyst.

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

Thursday, December 4, 2025, at 1:00 p.m.  
Civil Service Commission Room  
Civic Center Plaza  
1200 Third Ave, Suite 300  
San Diego, California 92101

- A. The regular business meeting of the Civil Service Commission was called to order by President Nicolaz Portillo at 1:19 p.m. Also present were Vice President Will Moore, Commissioner Joy Freeman, and Commissioner Samuel Merrill. Commissioner Trang Pham was absent.
- B. The staff was represented by Personnel Director David Dalager, Assistant Personnel Director Anne Lamen Aban, and Assistant to the Director Saba O'Neal. Serving as legal advisor to the Commission was Senior Deputy City Attorney David Karlin.



City of San Diego  
Civil Service Commission

**MINUTES**

Nicolaz Portillo, President  
Will Moore, Vice President  
Joy Freeman, Commissioner  
Samuel Merrill, Commissioner  
Trang Pham, Commissioner

Thursday, December 4, 2025, at 1:00 p.m.  
Civil Service Commission Room  
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**ITEMS FOR ACTION**

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**INTRODUCTION**

1. Roll Call.

**ACTION TAKEN/PENDING**

Present were President Portillo, Vice President Moore, Commissioner Freeman, and Commissioner Merrill. Commissioner Pham was absent.

2. Election of Officers.

Vice President Moore nominated President Portillo for President. Commissioner Merrill seconded the motion.

Approved 4-0.

Commissioner Freeman nominated Vice President Moore for Vice President. President Portillo seconded the motion. Approved 4-0.

3. Report Out of Closed Session.

At 1:23 p.m., Saba O'Neal reported out the actions of closed session.

**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 4 to 7 can be approved with one motion.)**

4. Approval of the minutes for the regular meeting of November 6, 2025.
5. Approval of Exceptional Merit Increase for Brenda M. Garcia, Public Works Supervisor.
6. Christy Z. Bejar, Police Dispatcher, Police Department, for a six-month special leave without pay ending March 1, 2026, with their job to be saved.  
Hire Date: January 8, 2008  
Reason: Personal.  
Department Recommendation: Approve.
7. Andrea S. Zamudio, Payroll Specialist II, Fire-Rescue Department, for a one-year (first extension) special leave without pay ending November 8, 2026, with their name to be placed on the eligible lists for Payroll Specialist II and Account Clerk.  
Hire Date: January 6, 2014  
Reason: Childcare.  
Department Recommendation: Approve.

Commissioner Freeman made a motion to approve items 4-7.  
President Portillo seconded the motion.  
Approved 4-0.

**LEAVE OF ABSENCE WITHOUT PAY – DISCUSSION**

8. Courtney L. Skillman, Account Clerk, Public Utilities Department, for a one-year special leave without pay (first extension) ending January 14, 2027, with their job to be saved.

President Portillo made a motion to approve the request for a six-month special leave without pay ending July 14, 2026, with their job to be saved.

Hire Date: January 11, 2022  
Reason: Childcare.  
Department Recommendation: Modify to name on eligible list.

Commissioner Merrill seconded the motion.  
Approved 4-0.  
Speaking for staff was Eva Sanchez.  
Speaking was Courtney L. Skillman.  
Speaking for the department was Adam Jones.

### **POLICY ITEMS – DISCUSSION**

9. Motion to dismiss the appeal of Saivaauli Savaiinea.

10. Staff recommendations on special salary adjustment and new classifications for the Fiscal Year 2027 Salary Ordinance.

#### **Recommended for Approval**

- 1) Digital Equity Specialist II, Digital Equity Specialist I
- 2) Junior Engineer – Corrosion
- 3) Senior Parking Enforcement Supervisor, Parking Enforcement Supervisor, Parking Enforcement Officer II, Parking Enforcement Officer I

Vice President Moore made a motion to approve the request.  
Commissioner Freeman seconded the motion.  
Approved 4-0.  
Speaking was Saivaauli Savaiinea.

Speaking for staff was Jennifer Lamas-Villanueva.

#### **Recommended for Approval**

##### **1) Digital Equity Specialist II, Digital Equity Specialist I**

Vice President Moore made a motion to approve staff's recommendation to create the new classifications with the alternative titles of Senior Digital Equity Specialist and Digital Equity Specialist, at monthly salaries of approximately \$8,785 and \$8,006, respectively; and to approve the Management Trainee classification to underfill the classification of Digital Equity Specialist.

President Portillo seconded the motion.  
Approved 4-0.

##### **2) Junior Engineer – Corrosion**

Vice President Moore made a motion to approve staff's recommendation to create the new classification of Junior Engineer-Corrosion, at a monthly salary of approximately \$8,764; and to approve the Junior Engineer-Corrosion classification to underfill the classification of Assistant Engineer-Corrosion.

Commissioner Freeman seconded the motion.  
Approved 4-0.

##### **3) Senior Parking Enforcement Supervisor, Parking Enforcement**

**Supervisor, Parking Enforcement Officer II, Parking Enforcement Officer I**

Commissioner Freeman made a motion to create the new classification of Parking Enforcement Officer Trainee, at a monthly salary of approximately \$4,884; to approve a special salary adjustment of 10% for the Senior Parking Enforcement Supervisor, Parking Enforcement Supervisor, Parking Enforcement Officer II, and Parking Enforcement Officer I classifications; and to approve the Parking Enforcement Officer Trainee classification to underfill the classification of Parking Enforcement Officer I.

President Portillo seconded the motion.

Approved 4-0.

Speaking was Laird Tucker

Speaking for MEA was Nick Wright.

**INFORMATIONAL ITEM**

11. Request from Vice President Moore for a report from the Personnel Director.

Informational item only.

Staff is developing a draft Administrative Regulation (A.R) on fingerprinting candidates or interns outside of the Personnel Department. Following the review by all potentially impacted department heads, the meet and confer process will be initiated.

The Reduction in Force (RIF) placement process associated with the Fiscal Year 2026 Adopted Budget has been completed. All impacted employees retained a full-time benefited position with the City through bump rights or courtesy interviews.

City Administration is reinstating a Request to Fill process starting December 16<sup>th</sup> to address the City's budget deficit. The Personnel Department received a budget reduction target of 7%.

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At 1:19 p.m., the meeting commenced.

There being no further business, the meeting was adjourned at 2:26 p.m.

**THE CITY OF SAN DIEGO****M E M O R A N D U M**

DATE: January 30, 2026

TO: Civil Service Commission

FROM: David Dalager, Personnel Director

SUBJECT: Exceptional Merit Increase for Andres Molina, Administrative Aide II

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The San Diego City Employees' Retirement System is requesting an Exceptional Merit Increase be granted to Andres Molina, Administrative Aide II, effective December 20, 2025, from "C" step (\$35.36/hr.) to "D" step (\$37.16/hr.).

Staff has reviewed this request in accordance with Personnel Manual Index Code H-8 and recommends approval.

A blue ink signature of the name "David Dalager".

David Dalager  
Personnel Director

DD:JC:sm

Attachment: 1. Request for Exceptional Merit Increase

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CITY OF SAN DIEGO  
CIVIL SERVICE COMMISSION

## REQUEST FOR EXCEPTIONAL MERIT INCREASE

INSTRUCTIONS: PROVIDE ALL INFORMATION REQUESTED BELOW AND FORWARD ORIGINAL TO THE PERSONNEL DEPARTMENT. SUBMITTING DEPARTMENTS SHOULD KEEP A COPY OF THIS FORM FOR THEIR RECORDS.

EMPLOYEE NAME: Andres Molina	EMPLOYEE PERNR: [REDACTED]	JOB: Administrative Aide II 1107
DEPARTMENT NAME: SDCERS	LAST PERFORMANCE EVALUATION: 12/11/2025	PREVIOUS EXCEPTIONAL MERIT INCREASES GRANTED TO EMPLOYEE IN HIS/HER PRESENT JOB:
PERSONNEL AREA NO: 3230	DATE: 11/10/2024	FROM N/A STEP TO STEP
	OVERALL EVALUATION: Meets Standards	DATE(S):
TOTAL CITY SERVICE: YEARS: 18 3 MONTHS: 8 2	PRESENT STANDARD RATE NUMBER AND STEP: 1107 C -\$35.36	DATE REGULAR MERIT INCREASE IS DUE: 5/28/2026
RECOMMENDED STANDARD RATE NUMBER AND STEP: 1107 D - \$37.16	EFFECTIVE DATE OF RECOMMENDED INCREASE: 12/20/2025	IS EXCEPTIONAL MERIT INCREASE TO BE GRANTED IN CONJUNCTION WITH REGULAR MERIT INCREASE? <input type="radio"/> YES <input checked="" type="radio"/> NO

EXPLAIN THE REASONS FOR THE EXCEPTIONAL MERIT INCREASE THOROUGHLY AND COMPLETELY IN THE SPACE PROVIDED BELOW. AS A MINIMUM, (1) DESCRIBE THE SPECIFIC EXCEPTIONAL ACCOMPLISHMENTS OF THE EMPLOYEE, (2) DESCRIBE IN WHAT WAY THE EMPLOYEE HAS BEEN OUTSTANDING IN RELATION TO OTHERS IN THE SAME JOB AND, AS APPROPRIATE, (3) LIST ANY WORK-SIMPLIFICATION OR SAFETY IDEAS PROPOSED BY THE EMPLOYEE WITH AN ESTIMATE OF THE AMOUNT SAVED.

It is with great enthusiasm that I recommend an exceptional merit increase for Andres Molina. Andres consistently goes above and beyond in their role, embodying the qualities of a leader who truly cares about the team and the success of the department.

One of the standout attributes of Andres is his commitment to fostering a positive and supportive work environment. He consistently ensures that the call center reps feel valued, encouraged, and motivated. Through his leadership, he creates an atmosphere that is not only productive but also friendly and collaborative, which directly impacts the morale and performance of the team.

In addition to his interpersonal skills, Andres is always willing to step in and assist others when needed. Whether helping the Department Director, co-workers, or peers, he is a dependable resource and team player who consistently contributes to the overall success of the department. His willingness to lend a hand goes beyond the call of duty and sets a remarkable example for others to follow.

Earlier this year, Andres was asked if he would like to voluntarily serve as a temporary back up to our counselors during high peak periods and accommodate DROP exit appointments when counselors were fully booked. He was interested in this learning opportunity and helping support the team. Andres embraced the opportunity to train on how to process and counsel the applicants. His efforts truly made an impact on our scheduling offerings for all participants and staff workload.

For all these reasons and more, I firmly believe that Andres is deserving of an exceptional merit increase to Step D. His leadership, commitment to self-improvement, and willingness to help others have made a significant and positive impact on the call center and the department as a whole. This merit increase would not only recognize his past contributions but also incentivize him to continue his exceptional work in the future.

Please check this box to indicate that as an appointing authority you have considered the financial impact of this request.  
[Signature]

APPOINTING AUTHORITY SIGNATURE Natasha Collura	TITLE Director, Member Service	DATE 12/10/2025
DEPARTMENT DIRECTOR SIGNATURE [Signature]	TITLE Chief Executive Officer	DATE 12/10/2025

MAJORITY APPROVAL (MAYORAL DEPARTMENTS ONLY)	TITLE	DATE
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DATE APPROVED BY CIVIL SERVICE COMMISSION
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THE CITY OF SAN DIEGO

**M E M O R A N D U M**

DATE: January 30, 2026

TO: Civil Service Commission

FROM: David Dalager, Personnel Director

SUBJECT: Request for Special Leave Without Pay for Brandon T. Howard, Senior Wastewater Operations Supervisor

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Brandon T. Howard, Senior Wastewater Operations Supervisor, is requesting a two-month special leave without pay ending March 6, 2026, with their job to be saved.

Brandon T. Howard is requesting this leave to work for the Los Alamos National Laboratory in New Mexico. They would like the opportunity to return to the City if their new employment does not work out. The Public Utilities Department is recommending modification of this request to name on eligible list, citing the need to fill the position as soon as possible because the Metropolitan Biosolids Center is a 24/7 treatment facility.

Brandon T. Howard has been employed with the City since December 13, 2021. Their most recent performance evaluation was "Meets Standards."

A handwritten signature in blue ink that reads "David Dalager".

David Dalager  
Personnel Director

DD:MZ:sm

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**THE CITY OF SAN DIEGO****M E M O R A N D U M**

DATE: January 30, 2026

TO: Civil Service Commission

FROM: David Dalager, Personnel Director

SUBJECT: Proposed Salary Review Process for Fiscal Year 2028

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City Charter Section 130 provides: "It shall be the duty of the Civil Service Commission to prepare and furnish to the Council...a report identifying classifications of employees in the Classified Service which merit special salary consideration because of recruitment or retention problems, changes in duties or responsibilities, or other special factors the Commission deems appropriate."

Attached for your information is the Salary Review Schedule which outlines the key steps and dates to be followed in the upcoming salary review process for Fiscal Year 2028.

As outlined in Attachment 1, the process begins with a letter to departments and recognized employee organizations inviting them to submit salary proposals for the creation of new classifications, deletion of existing classifications, title changes, and special salary adjustments. In September 2026, the Commission will review the proposals submitted and either approve or deny staff's recommendations regarding which salary proposals merit further study. At the October 2026, November 2026, December 2026, February 2027, and March 2027 meetings, staff will report to the Commission their recommendations on those salary proposals approved for study.

So that staff may focus their efforts on those issues relevant to Charter Section 130, proposers will be reminded that they have the burden of proof. They must submit all facts and data in support of their requests. This includes identifying specific duties which have changed; additional knowledge, skills, and abilities required; and specific information and data regarding turnover or recruitment problems which have occurred.

It is imperative that information justifying each request be provided on the Salary Proposal Request Form (Attachment 2). Unless complete and accurate information is provided by proposers at the outset, the Commission will have an insufficient basis for their decisions regarding whether staff should study the proposals.

In addition, this information is needed so that staff can respond to the issues raised, consider the proposals, and submit recommendations in a timely and efficient manner.



David Dalager  
Personnel Director

DD:JLV:sm

Attachments: 1. Salary Review Schedule for Fiscal Year 2028  
2. Salary Proposal Request Form

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**CITY OF SAN DIEGO CIVIL SERVICE COMMISSION****Salary Review Schedule for Fiscal Year 2028**

Friday, February 6, 2026

Notice to departments and recognized employee organizations inviting them to submit proposals for the creation of new classifications, deletion of existing classifications, title changes, and special salary adjustments in accordance with provisions of current ratified M.O.U.'s between the City and recognized employee organizations.

Monday, May 11, 2026

Proposals from **Mayoral Department Directors** due to the Human Resources Department.

Monday, June 15, 2026

All proposals due to the Personnel Department.

Thursday, September 3, 2026\*

Staff presents their recommendations regarding which salary proposals merit further study. Proposers may present information to the Civil Service Commission in support of their salary requests.

Thursday, October 1, 2026\*

Staff presents their recommendations on special salary adjustments, new classifications, classification deletions, and title changes. Proposers may make presentations in support of their proposals.

Thursday, November 5, 2026\*

Staff presents their recommendations on special salary adjustments, new classifications, classification deletions, and title changes. Proposers may make presentations in support of their proposals.

Thursday, December 3, 2026\*

Staff presents their recommendations on special salary adjustments, new classifications, classification deletions, and title changes. Proposers may make presentations in support of their proposals.

Thursday, February 4, 2027\*

Staff presents their recommendations on special salary adjustments, new classifications, classification deletions, and title changes. Proposers may make presentations in support of their proposals.

Thursday, March 4, 2027\*

Staff presents their recommendations on special salary adjustments, new classifications, classification deletions, and title changes. Proposers may make presentations in support of their proposals.

\*Projected Civil Service Commission meeting date may be subject to change.

City of San Diego  
Civil Service Commission

No.

## SALARY PROPOSAL REQUEST FORM

**INSTRUCTIONS:** Submit only one proposal per form. Each proposal should contain specific justification as requested below. Proposals requiring Mayoral review must be submitted to the Human Resources Department, [HumanResources@sandiego.gov](mailto:HumanResources@sandiego.gov), by **May 11, 2026**. All proposals must be forwarded to the Personnel Department no later than **June 15, 2026**. **LATE PROPOSALS WILL NOT BE ACCEPTED.** Individual employees cannot submit a proposal for their own position or on behalf of a group of employees or an entire classification.

**PROPOSAL:** Please indicate the type of salary proposal by placing a check in the appropriate box below.

Special salary adjustment for existing classification(s):

List classifications(s) \_\_\_\_\_

Current Monthly Salary (Step E) \_\_\_\_\_ Percentage of Adjustment \_\_\_\_\_

Basis for adjustment: (Check appropriate box(es) below and attach additional pages as needed.)

- Significant change in duties and responsibilities (Please describe in detail.)
- Inappropriate supervisory differential.
- Turnover (Indicate the number of individuals who have left along with names, dates, and reasons for leaving, if possible.)
- Recruiting problems (Provide a detailed explanation of problems experienced.)
- Other \_\_\_\_\_

New Classification:

Proposed classification title \_\_\_\_\_ Proposed monthly salary \_\_\_\_\_

Basis for request: Explain below why a new classification is necessary and how the duties of the proposed new class differ from those of existing classes.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Deletion of Existing Classification:

Classification title \_\_\_\_\_

Basis for request: Explain below why this classification is no longer needed.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Title Change:

Current title of classification \_\_\_\_\_

Proposed new title \_\_\_\_\_

Basis for request: Explain below why the proposed title is more appropriate than the current title.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SUPPORTING JUSTIFICATION FOR PROPOSAL:** It is your responsibility to provide detailed and specific documentation to support this request. Unless detailed justification is submitted to support each of the items checked above, the Civil Service Commission may deny the request to study the proposal. Attach additional pages if more space is needed.

Proposed by: (Please print name)

\_\_\_\_\_

Date

Department Head or Employee  
Organization

\_\_\_\_\_

Date



THE CITY OF SAN DIEGO

**M E M O R A N D U M**

DATE: January 30, 2026  
TO: Civil Service Commission  
FROM: David Dalager, Personnel Director  
SUBJECT: Request from Commissioner Merrill for a Presentation on Investigatory Interviews

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This is an information item only. The Human Resources Department will present on the investigatory interview process.

A handwritten signature in blue ink that reads "David Dalager".

David Dalager  
Personnel Director

DD:SO:sm

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THE CITY OF SAN DIEGO  
MEMORANDUM

DATE: January 30, 2026

TO: Civil Service Commission

FROM: David Dalager, Personnel Director

SUBJECT: Report on Limited and Restricted Appointments and Special Shift Differential Positions for CY 2025

The following is an annual report identifying the total number of limited appointees in the City as required by Civil Service Rule VII, Section 3; the total number of restricted appointments required by Civil Service Rule VII, Section 7; and the total number of positions designated to receive a special shift differential as authorized by Personnel Manual Index Code H-6, Section III, C.

When it is necessary to fill a position of limited duration, the Personnel Director may approve a limited appointment from the appropriate eligible list. Positions filled on a limited basis are usually due to grant funded programs or to replace employees who are sick, injured, or on a leave of absence. Employees hired in limited positions do not serve a probationary period. The services of a limited appointee may be terminated at any time, and such action is not subject to review by the Commission.

<b>TOTAL LIMITED APPOINTMENTS:</b>	<b>1,234</b>
Students, Library, and Recreation	673
Employee Pools	316
Limited with Benefits (Positions filled on a limited basis are usually due to grant funded programs or to replace sick, injured and leave of absence employees)	98
Special Projects/Programs (e.g., Emergency Medical Services Programs and Police special events)	147
<b>RESTRICTED APPOINTMENTS:</b>	<b>0</b>
<b>SPECIAL SHIFT DIFFERENTIAL:</b>	<b>0</b>

  
David Dalager

Personnel Director

DD:CR:sm



THE CITY OF SAN DIEGO

**M E M O R A N D U M**

DATE: January 30, 2026

TO: Civil Service Commission

FROM: David Dalager, Personnel Director

SUBJECT: Request from Commissioner Merrill for an Update on the Equal Employment Opportunity Report

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This is an information item only. Staff will report on the status of the 2024 Equal Employment Opportunity Report.

A handwritten signature in blue ink that reads "David Dalager".

David Dalager  
Personnel Director

DD:DK:rr

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THE CITY OF SAN DIEGO

**M E M O R A N D U M**

DATE: January 30, 2026

TO: Civil Service Commission

FROM: David Dalager, Personnel Director

SUBJECT: Request from Vice President Moore for a Report from the Personnel Director

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This is an information item only. Staff will report on current and future plans for improvement of personnel processes.

A handwritten signature in blue ink that reads "David Dalager".

David Dalager  
Personnel Director

DD:SO:rr

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