



**CIVIL SERVICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

**LONDON N. BREED
MAYOR**

**AGENDA
Regular Meeting
August 7, 2023**

**2:00 p.m.
Room 400, CITY HALL
1 Dr. Carlton B. Goodlett Place**

This meeting will be held in person at the location listed above. Members of the public may attend the meeting to observe and provide public comment at the physical meeting location listed above or by calling (415) 655-0001 and entering meeting id # 2660 985 6816. Instructions for providing remote public comment are below.

**LISTEN/PUBLIC COMMENT CALL-IN
USA is (415) 655-0001 | Access Code: # 2660 985 6816
Press # twice in order to listen to the meeting via audio conference
Dial *3 when you are ready to queue**

LONDON N. BREED, MAYOR

COMMISSIONERS

JACQUELINE MINOR

President

KATE FAVETTI

Vice President

F.X. CROWLEY

ELIZABETH SALVESON

SANDRA ENG

Executive Officer

The public is encouraged to submit comments in advance of the meeting by email at civilservice@sfgov.org, or by voicemail message at the CSC Office main line at 628-652-1100. Comments submitted by 5:00 pm the Friday before the meeting will be included in the record. During commission meeting use the Civil Service Commission's dedicated public comment line 1-415-655-0001, Access Code # 2660 985 6816.

Regular Meeting August 7, 2023

2:00 p.m.

Agenda Language for In-Person or Partially In-Person Meetings

REMOTE ACCESS PROCEDURES

Phone Number
(415) 655-0001

Meeting ID #
2660 985 6816

- Enter the Phone Number above followed by the meeting ID = Then press #
- Press # again to be connected to the meeting (you will hear a beep)
- When you hear the beep
 - Stop and LISTEN to the meeting
 - Wait for Public Comment to be announced by Item #
- When the Clerk calls Public Comment, dial *3 to be added to the speaker line.
- When you press * 3, you will hear “*You have raised your hand to ask a question. Please wait to speak until the host calls on you*” – WAIT for your turn to speak.
- When you hear that “*your line has been unmuted*” – THIS IS YOUR OPPORTUNITY TO PROVIDE YOUR PUBLIC COMMENT

BEST PRACTICES

- Call from a quiet location
- Speak slowly and clearly
- Turn down any televisions or radios around you
- Address the Commission as a whole, do not address individual Commissioners

NOTICE OF COMMISSION HEARING POLICIES AND PROCEDURES**A. Commission Office**

The Civil Service Commission office is located at, 25 Van Ness Avenue, Suite 720, San Francisco, CA 94102. The telephone number is (628) 652-1100. The fax number is (628) 652-1109. The email address is civilservice@sfgov.org and the web address is www.sfgov.org/civilservice/. Office hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday.

B. Policy Requiring Written Reports

It is the policy of the Civil Service Commission that except for appeals filed under Civil Service Commission Rule 111A Position-Based Testing, all items appearing on its agenda be supported by a written report prepared by Commission or departmental staff. All documents referred to in any Agenda Document are posted adjacent to the Agenda, or if more than one (1) page in length, available for public inspection and copying at the Civil Service Commission office. Reports from City and County personnel supporting agenda items are submitted in accordance with the procedures established by the Executive Officer. Reports not submitted according to procedures, in the format and quantity required, and by the deadline, will not be calendared.

C. Policy on Written Submissions by Appellants

All written material submitted by appellants to be considered by the Commission in support of an agenda item shall be submitted to the Commission office, no later than 5:00 p.m. on the fourth (4th) business day preceding the Commission meeting for which the item is calendared (ordinarily, on Tuesday). A staff report in pdf format and one (1) copy on 8 1/2-inch X 11-inch paper, three-hole punched on left margin, and page numbered in the bottom center margin, shall be provided. Written material submitted for the Commission's review becomes part of a public record and shall be open for public inspection.

D. Policy on Materials being Considered by the Commission

Copies of all staff reports and materials being considered by the Civil Service Commission are available for public view 72 hours prior to the Civil Service Commission meeting on the Civil Service Commission's website at www.sf.gov/CivilService, and in its office located at 25 Van Ness Avenue, Suite 720, San Francisco, CA 94102. If any materials related to an item on this agenda have been distributed to the Civil Service Commission after distribution of the agenda packet, those materials will be available for public inspection at the Civil Service Commission's during normal office hours (8:00 a.m. to 5:00 p.m. Monday through Friday).

E. Policy and Procedure for Hearings to be Scheduled after 5:00 p.m. and Requests for Postponement

A request to hear an item after 5:00 p.m. should be directed to the Executive Officer as soon as possible following the receipt of notification of an upcoming hearing. Requests may be made by telephone at (628) 652-1100 and confirmed in writing or by fax at (628) 652-1109.

A request for a postponement (continuance) to delay an item to another meeting may be directed to the Commission Executive Officer by telephone or in writing. Before acting, the Executive Officer may refer certain requests to another City official for recommendation. Telephone requests must be confirmed in writing prior to the meeting. Immediately following the "Announcement of Changes" portion of the agenda at the beginning of the meeting, the Commission will consider a request for a postponement that has been previously denied. Appeals filed under Civil Service Commission Rule 111A Position-Based Testing shall be considered on the date it is calendared for hearing except under extraordinary circumstances and upon mutual agreement between the appellant and the Department of Human Resources.

F. Policy and Procedure on Hearing Items Out of Order

Requests to hear items out of order are to be directed to the Commission President at the beginning of the agenda. The President will rule on each request. Such requests may be granted with mutual agreement among the affected parties.

G. Procedure for Commission Hearings

All Commission hearings on disputed matters shall conform to the following procedures: The Commission reserves the right to question each party during its presentation and, in its discretion, to modify any time allocations and requirements.

If a matter is severed from the *Consent Agenda* or the *Ratification Agenda*, presentation by the opponent will be for a maximum time limit of five (5) minutes and response by the departmental representative for a maximum time limit of five (5) minutes. Requests by the public to sever items from the [*Consent Agenda* or] *Ratification Agenda* must be provided with justification for the record.

For items on the *Regular Agenda*, presentation by the departmental representative for a maximum time of five (5) minutes and response by the opponent for a maximum time limit of five (5) minutes.

For items on the *Separations Agenda*, presentation by the department followed by the employee or employee's representative shall be for a maximum time limit of ten (10) minutes for each party unless extended by the Commission.

Each presentation shall conform to the following:

1. Opening summary of case (brief overview);
2. Discussion of evidence;
3. Corroborating witnesses, if necessary; and
4. Closing remarks.

The Commission may allocate five (5) minutes for each side to rebut evidence presented by the other side.

H. Policy on Audio Recording of Commission Meetings

As provided in the San Francisco Sunshine Ordinance, all Commission meetings are audio recorded in digital form. These audio recordings of open sessions are available starting on the day after the Commission meeting on the Civil Service Commission website at www.sfgov.org/civilservice/.

I. Speaking before the Civil Service Commission

Speaker cards are not required. The Commission will take public comment on all items appearing on the agenda at the time the item is heard. The Commission will take public comment on matters not on the Agenda, but within the jurisdiction of the Commission during the "Requests to Speak" portion of the regular meeting. Maximum time will be three (3) minutes. A subsequent comment after the three (3) minute period is limited to one (1) minute. The timer shall be in operation during public comment. Upon any specific request by a Commissioner, time may be extended.

J. Public Comment and Due Process

During general public comment, members of the public sometimes wish to address the Civil Service Commission regarding matters that may come before the Commission in its capacity as an adjudicative body. The Commission does not restrict this use of general public comment. To protect the due process rights of parties to its adjudicative proceedings, however, the Commission will not consider, in connection with any adjudicative proceeding, statements made during general public comment. If members of the public have information that they believe to be relevant to a matter that will come before the Commission in its adjudicative capacity, they may wish to address the Commission during the public comment portion of that adjudicative proceeding. The Commission will not consider public comment in connection with an adjudicative proceeding without providing the parties an opportunity to respond.

K. Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Information on Disability Access

The Civil Service Commission normally meets in Room 400 (Fourth Floor) City Hall, 1 Dr. Carlton B. Goodlett Place. However, meetings not held in this room are conducted in the Civic Center area. City Hall is wheelchair accessible. The closest accessible BART station is the Civic Center, located 2 ½ blocks from City Hall. Accessible MUNI lines serving City Hall are 47 Van Ness Avenue, 9 San Bruno and 71 Haight/Noriega, as well as the METRO stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call (415) 923-6142. Accessible curbside parking has been designated at points in the vicinity of City Hall adjacent to Grove Street and Van Ness Avenue.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week. For American Sign Language interpreters or the use of a reader during a meeting, a sound enhancement system, remote participation, and/or alternative formats of the agenda and minutes, please contact the Commission office to make arrangements for the accommodation. Late requests will be honored, if possible.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our ADA coordinator at (628) 652-1100 or email civilservice@sfgov.org to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Know your Rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Victor Young, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: sotf@sfgov.org, or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code Section 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Ave., Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and web site <http://www.sfgov.org/ethics/>.

ITEM NO.

(1) CALL TO ORDER AND ROLL CALL

President Jacqueline P. Minor
Vice President Kate Favetti
Commissioner F. X. Crowley
Commissioner Elizabeth Salveson

(2) REQUEST TO SPEAK ON ANY MATTER WITHIN THE JURISDICTION OF THE CIVIL SERVICE COMMISSION BUT NOT APPEARING ON TODAY'S AGENDA

(3) APPROVAL OF MINUTES - Action Item

Regular Meeting of July 17, 2023 – 2:00 p.m.

Recommendation: Adopt the Minutes.

(4) ANNOUNCEMENTS

Announcement of changes to the agenda.

Other announcements.

(5) HUMAN RESOURCES DIRECTOR'S REPORT

(6) EXECUTIVE OFFICER'S REPORT

**Processing and Scheduling of Appeals Before the Civil Service Commission.
(File No. 0096-23-1) – Possible Action Item**

May 1, 2023: Continued to the meeting of June 5, 2023.

June 5, 2023: Postpone to the meeting of July 17, 2023.

Recommendation: Open for Discussion.

(7) Response to the Civil Grand Jury Report. (File No. 0153-23-1) – Possible Action Item

Recommendation: Open for Discussion.

RATIFICATION AGENDA

All matters on the Ratification Agenda are considered by the Civil Service Commission to be non-contested and will be acted upon by a single vote of the Commission. There will be no separate discussion on these items unless a request is made; in which event, the matter shall be removed from the Ratification Agenda and considered as a separate item. Each individual addressing the Commission will be limited to a maximum time limit of five minutes for all items severed from the Ratification Agenda.

**(8) Review of Request for Approval of Proposed Personal Services Contracts.
(File No. 0155-23-8) – Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
43182 - 22/23	City Administrator	\$4,000,000,000	Clean interior and exterior windows, skylights, roof windows, greenhouses, plexiglass, mirrors, stained glass, etc., at City-owned facilities in San Francisco, San Mateo, and Alameda Counties. The contractor will perform window cleaning services on various buildings, ranging from historic landmark sites to Leadership in Energy and Environmental Design (LEED)-certified buildings, requiring a diverse and specialized knowledge of cleaning techniques, materials, and equipment.	Regular	9/29/2028
41951 - 22/23	Fire	\$150,000	Contractor will be responsible for the installation and setup of the EHR Software Integration and Implementation proprietary software, and the conversion of legacy information into the new system for the San Francisco Fire Department - including medical programs and organizational compliance programs. Software support and maintenance will include upgrades to new software versions of the proprietary EHR system, provide additional licenses, provide an interface to the existing systems used by the Fire Department, and other services necessary to maintain and support system functionality.	Regular	5/25/2028
43215 - 22/23	Police	\$122,348	The contractor will provide maintenance, service and parts to liquid handling platform used in DNA analysis process for the San Francisco Police Department's Crime Laboratory.	Regular	1/31/2027
46531 - 22/23	Port	\$2,700,000	The scope of the Pier 50 Earthquake Improvement Project will include the first phases of eventual seismic remediation at this site. The proposed scope will include engineering services consisting of data collection, surveys, geotechnical investigations and structural analysis to complete a seismic risk assessment of the site and the develop of overall retrofit strategies across the facility. It will then advance through the pre-design phase for selected priority retrofit projects to set a baseline scope, budget, and schedule for each. Final design and engineering, construction, and construction management will be completed by others.	Regular	7/1/2026
41901 - 22/23	Public Health	\$15,000,000	The contractor(s) will provide the Department of Public Health (DPH), a Picture Archiving and Communication System (PACS). The services shall include equipment, delivery, equipment configuration, equipment maintenance, implementing and maintaining the software, hosting (as applicable), and maintenance services to be provided by the Contractor(s). The PACS application will be integrated with the Epic Electronic Health Records System (EHR) and other clinical applications currently in use by the Department. The system is used to provide medical imaging storage across all hospital and clinics in the network. Any images including, but not limited to, X-Rays, computed tomography scans (CT), magnetic resonance imaging (MRI), dental images, and ultrasounds processed and stored through PACS. The professional services piece of this contract will be the start up implementation services, training, testing and maintenance portion, that are required to use PACS. The owner of the proprietary software is the only organization able to provide support and staff to implement, train, test and maintain the system with the hospital's existing Electronic Health Records System, Epic, and other clinical applications. In addition, during the term of this PSC approval the Department will be implementing PACS for Dental Images.	Regular	9/30/2028

PSC	Department	Amount	Type of Service	Type of Approval	Duration
44438 - 22/23	Public Utilities Commission	\$19,000,000	The SFPUC is issuing this RFP totaling \$19,000,000 for two (2) separate \$9,500,000 contracts, for the purpose of selecting and entering into an agreement with a professional services Contractor to provide as needed intermittent services related to implementation of the agency’s Racial Equity Action Plan, Racial Justice Resolution and other racial equity priorities, and to make sure that City staff performing this work can access specialized services and training as needed. The scope of work will include project management and change management, system and capacity development, improvements to internal workforce systems, improvements to agency services and assets, employee engagement, staff training and facilitation, manager and supervisor training and coaching, employee support, community engagement, and effective and transparent communication.	Regular	12/31/2028
44959 - 22/23	Public Utilities Commission	\$30,000,000	Work will consist of technical and project management services in all aspects required for expansion of an existing reservoir accomplished by raising a dam by over 50 feet. The increased reservoir storage will provide regional storage to benefit to 8 Bay Area and Central Valley water agencies. Activities include planning, permitting and design work related to construction of a surface water dam and an 8-mile conveyance pipeline that will enable delivery of water to California State Water Project infrastructure at the California Aqueduct. Operational and hydraulic modeling, regulatory permitting, facility design for Los Vaqueros dam and Transfer Bethany Pipeline, natural resources services, project management services, asset management services, land acquisition and management services, security and emergency response services, environmental and regulatory compliance services.	Regular	12/31/2025
49201 – 22/23	Public Works	\$22,000,000	Consultants will perform highly specialized professional land surveying work, such as, topographic, boundary and construction surveys, photogrammetric work, laser 3D scanner field and office assistance and training, AutoCAD Civil 3D drafting, help with special projects (monumentation, Geographical Information System (GIS) mapping, GPS network, etc.).	Regular	12/31/2029
4106 – 12/13	Economic and Workforce Development	Current Approved Amount \$2,485,000 Increase Amount Requested \$500,000 New Total Amount Requested \$2,985,000	The Workforce division of Office of Economic and Workforce Development (OEWD) manages a grant portfolio consisting of approximately 100 contract and grant agreements for 70 agencies annually across ten Federal, State and local fund sources. The process by which these agreements are negotiated, created, and tracked through their expiration is a very labor intensive process for both the City and the grantees/contractors involving repeated data entry into multiple spreadsheets, intensive paper-based-process steps, and lengthy reconciliation processes. After an extensive review of current business processes and identification of areas where efficiency and accuracy can be increased dramatically, OEWD has come to the conclusion that a technology solution is needed. The division is requesting approval to purchase a subscription to a customizable web portal and fully supported database to support the department's management of the grant negotiation, agreement creation, invoicing and financial reporting processes. The resource the division would like to acquire a subscription that has been successfully utilized by the Mayor's Office of Housing. Scope Change: OEWD will continue to work with the developer and the Financial Accounting and Information Management System(FAMIS)replacement team at the Controller's Office to identify areas in which the two systems can be synced and further reduce data entry burden on OEWD's finance staff. Currently the online portal is only managing grants for the workforce division of OEWD. OEWD is in the process of moving grantees from additional unit's portfolios -- more than doubling the size of the portfolio that will be managed through the online invoicing solution.	Modification	6/30/2025

PSC	Department	Amount	Type of Service	Type of Approval	Duration
42167 – 18/19	Department of Homelessness and Supportive Housing	Current Approved Amount \$2,145,000 Increase Amount Requested \$3,754,000 New Total Amount Requested \$5,899,000	On behalf of the City and County of San Francisco, the Department of Homelessness and Supportive Housing (HSH), in conjunction with the Local Homeless Coordinating Board (LHCB), must submit an annual comprehensive Notice of Funding Availability (NOFA) application to the U.S. Department of Housing and Urban Development (HUD) for Continuum of Care (CoC) Homeless Assistance Grant funds. The application requires grant-writing, strategic planning, program assessment, and evaluation assistance.	Modification	10/28/2028
45935 – 17/18	Department of Homelessness and Supportive Housing	Current Approved Amount \$450,000 Increase Amount Requested \$180,000 New Total Amount Requested \$630,000	The City and County of San Francisco’s Point-in-Time Homeless Count (Census), which is managed by the Department of Homelessness and Supportive Housing (HSH) and is held in 2019 and 2021, requires planning, coordination, and implementation assistance.	Modification	9/30/2024
49949 – 18/19	Human Services	Current Approved Amount \$750,000 Increase Amount Requested \$550,000 New Total Amount Requested \$1,300,000	The purpose of the contract is to promote the safety and well-being of APS clients through the provision of emergency placement services and supportive personal care services available on a 24-hour basis. The Contractor shall provide a safe and secure placement for Adult Protective Services (APS) clients. The APS program will have access to placement and care to at least two clients, during any given month. For each referred client, provide a private bed within a licensed care facility. The placement will be consistent with licensing requirements set by California’s Community Care Licensing Division and will include shelter, food, and assistance with personal care and Activities of Daily Living, as needed, for up to 60 days. Placement must be available on a short notice emergency, for a short-term, and to any APS client whether or not they are in need of medical care.	Modification	6/30/2025
41591 – 17/18	Public Health	Current Approved Amount \$8,000,000 Increase Amount Requested \$0 New Total Amount Requested \$8,000,000	Contractor will provide a comprehensive patient billing statement solution (software). Services will include all necessary linkages to the Department’s new Electronic Health Record (EHR) system, billing statement generation and distribution, ability for the City to manage and monitor all aspects of the service through an integrated application or service, and as-needed project management services during the implementation and post go-live period.	Modification	12/31/2029
42517 -18/19	Public Health	Current Approved Amount \$1,750,000 Increase Amount Requested \$2,100,000 New Total Amount Requested \$3,850,000	The contractor(s) will provide fully hosted, web-based software and its support to enable credentialing and privileging of medical services providers and employees for the Department of Public Health (DPH). Support will include project management, design, programming, testing, documentation, and system integration services. Scope Change: In addition to credential and privileging checks, the department is required to conduct health background check of all community care license applicants, community care licensees, adult residents, volunteers, and employees who have contract with clients in a health organization.	Modification	8/31/2028

PSC	Department	Amount	Type of Service	Type of Approval	Duration
47839 – 19/20	Public Utilities Commission	Current Approved Amount \$1,280,380 Increase Amount Requested \$2,319,620 New Total Amount Requested \$3,600,000	The work is calibrating and maintaining important water meters of the Hetch Hetchy regional water transmission system. The purpose of the work is to maintain accurate and reliable meter reads used for water accounting purposes. The work includes calibrating, inspecting, cleaning, and maintaining the system meters and related instruments used. The primary objective of all calibration activities is to ensure meter-signal accuracy and consistency carries through from the field located secondary metering equipment, through all remote transmitting units and field programmable logic controllers, through the SFPUC SCADA system, to the final remote operational display. The work often includes entering confined spaces to use special testing equipment to certify instrument accuracy. Work on each meter is documented and calibration certificates presented. Reporting includes site field notes, calibration notes and metering site instrument inventories. As needed, the work will involve diagnosing problems, identifying failed instruments, and performing parts replacement.	Modification	12/05/2027

Recommendation of the Human Resources Director:

Adopt the report. Approve the requests for proposed Personal Services Contracts; Notify the Office of the Controller and the Office of Contract Administration.

CONSENT AGENDA

All matters on the Consent Agenda considered by the Civil Service Commission will be acted upon by a single vote of the Commission. There will be no separate discussion on these items unless a request is made; in which event, the matter shall be removed from the Consent Agenda and considered as a separate item. Each individual addressing the Commission will be limited to a maximum time limit of five minutes for all items severed from the Consent Agenda.

(9) Survey of Monthly Rates Paid to Police Officers and Fire Fighters in All Cities of 350,000 or More in the State of California (FY23-24). (File No. 0154-23-3) – Action Item

Recommendation: Adopt Report; Transmit rates to the Retirement System in accordance with charter section A8.590.1 – A8.590.7; Provide report to The Board of Supervisors.

(10) Request to Grant the Health Service System Continuing Approval for Benefit Related Contracts for Personal Services Contracts. (File No. 0156-23-8) – Action Item

Recommendation: Approve the report.

REGULAR AGENDA

Copies of all staff reports and materials being considered by the Civil Service Commission are available for public view 72 hours prior to the Civil Service Commission meeting.

(11) Proposed Rule Amendments to Civil Service Commission Rules Series 005 Meetings and Hearing of the Commission Article II: Hearings and Hearing Procedures Applicable to All Classifications. (File No. 0206-22-5) – Action Item

November 7, 2022: Accepted the Executive Officer’s report, incorporate any changes made by the Commission, directed the Executive Officer to post the proposed amended Rule 005 Series for meet and discuss with the affected labor unions and interested stakeholders.

Recommendation: Accept the Executive Officer’s staff report, incorporate any changes made by the Civil Service Commission, adopt the proposed amendments to Civil Service Rules Series 002 Definitions, 005 Meetings and Hearings of the Commission, 010 Examination Announcements and Applicants, 011 Examinations, 011A Position-Based Testing, 012 Eligible Lists, and 013 Certification of Eligibles in Volumes I – IV.

(12) Recommendation to Adopt Proposed Amendments to Civil Service Commission Rule Series 002 Definitions, 010 Examination Announcements and Applicants, 011 Examinations, 011A Position-Based Testing, 012 Eligible Lists, and 013 Certification of Eligibles in Volumes I-IV. (File No. 0255-22-5) – Action Item

December 19, 2022: Continued this item to the meeting of January 25, 2023.

January 25, 2023: Post the proposed rules with the additions specified by the Commission (see “Sections” below), notify the Department of Human Resources of the results of certification within twenty (20) business days of the notice of certification, further; report to the Civil Service Commission on a regular basis, including a report on the departmental response time and the reason for delay and a report on the progress of advance notification of upcoming employment opportunities for the postings of five (5) days or less on the employment opportunity website. The additions specified in the Sections below for Volume I should be included in all rule volumes.
Sections:

- On title page of Rule Series 2 retitle Section 02.4.1 from “City Website” to “Employment Opportunity Website;” within Rule 02.4.1, change title to “Employment Opportunity Website”
- 110.3: To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by the labor market to the means for receiving timely notification.”
- 111.13. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”
- 111.15.1. To the list of factors to be considered by the Human

Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”

- 111.30. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”
- 111A.22.1. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”
- 112.7.1. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”
- 113.10.2. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access eligibles to the means for receiving timely notification.”

Recommendation: Accept the Executive Officer’s staff report, incorporate any changes made by the Civil Service Commission, adopt the proposed amendments to Civil Service Rules Series 002 Definitions, 005 Meetings and Hearings of the Commission, 010 Examination Announcements and Applicants, 011 Examinations, 011A Position-Based Testing, 012 Eligible Lists, and 013 Certification of Eligibles in Volumes I – IV.

(13) Recommendation to Adopt Proposed Amendments to Civil Service Commission Rule Series 402 Definitions, 410 Examination Announcements and Applicants, 411 Examinations, 411A Position-Based Testing, 412 Eligible Lists, and 413 Certification of Eligibles in Volumes I -IV. (File No. 0256-22-5) – Action Item

December 19, 2022: Continued this item to the meeting of January 25, 2023.

January 25, 2023: Post the proposed rules with the additions specified by the Commission (see “Sections” below), notify the Department of Human Resources of the results of certification within twenty (20) business days of the notice of certification, further; report to the Civil Service Commission on a regular basis, including a report on the departmental response time and the reason for delay and a report on the progress of advance notification of upcoming employment opportunities for the postings of five (5) days or less on the employment opportunity website. The additions specified in the Sections below for Volume I should be included in all rule volumes.

Sections:

- On title page of Rule 402 retitle Section 402.4.1 from “City Website” to “Employment Opportunity Website;” within Rule 402.4.1, change title to “Employment Opportunity Website”
- 410.3: To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by the labor market to the means for receiving timely notification.”

- 411.13. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”
- 411.15.1. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”
- 411.29. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”
- 411A.23.1. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”
- 412.7.1. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”
- 413.12.2. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access eligibles to the means for receiving timely notification.”

Recommendation: Accept the Executive Officer’s staff report, incorporate any changes made by the Civil Service Commission, adopt the proposed amendments to Civil Service Rules Series 002 Definitions, 005 Meetings and Hearings of the Commission, 010 Examination Announcements and Applicants, 011 Examinations, 011A Position-Based Testing, 012 Eligible Lists, and 013 Certification of Eligibles in Volumes I – IV.

- (14) **Appeal by Eric Eliasson of Human Resources Director’s determination that SFPUC did not violate the City’s EEO Policy in denying Appellant’s request for a religious accommodation that would exempt Appellant from the City’s Vaccination Policy. (File No. 0238-22-6) – Action Item**

Recommendation of the Department of Human Resources:

The Department of Human Resources has requested a postponement due to pending grievance.

SEPARATIONS AGENDA

- (15) **Request for a Hearing by Amro Elsakkar on their Future Employment Restriction with the Municipal Transportation Agency. (File No. 0057-23-7) – Action Item**

Recommendation of the Director of Transportation:

Adopt the report, cancel any current examination and eligibility status. Future employment is subject to the review and approval of the Director of Transportation after satisfactory completion of 24 months of verifiable work experience outside of CCSF service.

- (16) **Request for a Hearing by Marlon McPherson on their Future Employment Restriction with the Municipal Transportation Agency. (File No. 0077-23-7) – Action Item**

Recommendation of the Director of Transportation:

Adopt the report. Cancel any current examination and eligibility status that requires a class B or BP Driver's License. No future employment with the Municipal Transportation Agency and the City and County of San Francisco that requires a class B or BP Driver's License

- (17) **Request for a Hearing by Sawanpreet Singh Dhaliwal on their Future Employment Restriction with the Municipal Transportation Agency. (File No. 0077-23-7) – Action Item**

Recommendation of the Director of Transportation:

Adopt the report. Cancel and current examination and eligibility status. No future employment with the Municipal Transportation Agency and the City and County of San Francisco.

- (18) **COMMISSIONERS' ANNOUNCEMENTS/REQUESTS**

- (19) **ADJOURNMENT**