



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

**LONDON N. BREED  
MAYOR**

**AGENDA  
Regular Meeting  
November 6, 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 #2661 400 2029. Instructions for providing remote public comment are below.**

**LISTEN/PUBLIC COMMENT CALL-IN  
USA is (415) 655-0001 | Access Code: #2661 400 2029  
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**

**VITUS LEUNG**

**ELIZABETH SALVESON**

**SANDRA ENG**

**Executive Officer**

The public is encouraged to submit comments in advance of the meeting by email at [civilservice@sfgov.org](mailto: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 #2661 400 2029.

## Regular Meeting November 6, 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 #**  
**2661 400 2029**

- 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](mailto:civilservice@sfgov.org) and the web address is [www.sfgov.org/civilservice/](http://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 (4<sup>th</sup>) 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](http://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/](http://www.sfgov.org/civilservice/).

**I. Speaking before the Civil Service Commission**

Speaker cards are not required. The Commission will take in-person 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. People who have received accommodation due to a disability (as described below) may provide their public comments remotely. The Commission will also allow public comment from members of the public who choose to participate remotely. It is possible that the Commission may experience technical challenges that interfere with the ability of members of the public to participate in the meeting remotely. If that happens, the Commission will attempt to correct the problem, but may continue the hearing so long as people attending in-person are able to observe and offer public comment.

**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](mailto: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](mailto:sotf@sfgov.org), or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://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 Vitus Leung  
Commissioner Elizabeth Salvesson

**(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 October 16, 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**

**2024 Calendar of CSC Meeting Dates including deadlines for reports.  
(File No. 0228-23-1) – Action Item**

**Recommendation:** Adopt the calendar.

**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.

**(7) Review of Request for Approval of Proposed Personal Services Contracts.  
(File No. 0230-23-8) – Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
42055-23/24	Children; Youth & their Families	\$5,000,000	The Contract Management System (CMS) is an online application that serves as the primary contract monitoring and invoicing mechanism between grantees and the Department of Children, Youth and Their Families. This contract will provide CMS maintenance and support services related to daily application and data backup, application hosting and connectivity, project management, user support, security, implementation and monitoring, data integration, software bug fixes, minor additions to data collection, browser compatibility testing, general code optimization, and ongoing customizations.	Regular	6/30/2029
45002-23/24	Children; Youth & their Families	\$6,000,000	The Our415 Coordinated Communications Initiative of the Department of Children, Youth and Their Families is a multifaceted program designed to connect families with available programs, resources, and supports. The project includes the creation of a resource website for families, development of an online service inventory database, public event production, and brand marketing services for the department and its community initiatives. The intention is to create a network of tools and community engagement activities to link youth and families with the resources they need to thrive in the City	Regular	6/30/2029
43627-23/24	Municipal Transportation Agency	\$14,000,000	Professional Services that include: 1. software development of a commercial off the shelf software application for planning, developing, managing transit services. The application integrates to other systems for transit real time predictions and for transmitting timekeeping transactions for up to 3,000 transit employees. 2. Training on the use of this commercial off the shelf software application. 3. Technical expertise on this commercial off the shelf application the best use of the software and for planning future enhancements. Licensing for the use of the commercial off the shelf application for: 1. Developing transit schedules for SFMTA’s public transit services, 2. Conducting online shift bids, managing employee work assignments, generating timekeeping transactions based on the schedule, bid, and shift worked, and 3. Interfacing the data from Transit Scheduling: a. to real time computer aided dispatching b. Transit passenger time predictions c. Peoplesoft People and Pay	Regular	9/30/2033
41202-23/24	Port	\$250,000	The Port is a utility operator for various utility types within this geography. California State law requires utility operators such as the Port to locate and mark their subsurface utilities prior to certain construction activities within their immediate vicinity. Through this solicitation, the Port seeks to contract with a consultant to: <ul style="list-style-type: none"> <li>• Coordinate a portion of the Port’s obligation with USA North;</li> <li>• Triage USA North ticket requests for subsurface utility location services;</li> <li>• Locate and mark Port-owned subsurface installations in the field; and</li> <li>• Coordinating with Port staff to ensure Port GIS base maps are maintained and updated</li> </ul>	Regular	9/30/2027

PSC	Department	Amount	Type of Service	Type of Approval	Duration
49173-23/24	Public Health	\$5,000,000	Contractor(s) will work with Department staff to create engaging media and outreach campaigns and/or conduct community assessments and surveys for a variety of public health topics. The initial project will be a campaign to educate the public in the area of substance use in San Francisco and the availability and effectiveness of treatment for opioid addiction and educating the public about naloxone and how it can save a life. Contractor(s) will also provide: Recommendations on how to reach target audience using market analysis; Design multilingual and multimedia campaigns; Purchase ad space in a variety of forums; and provide engagement and reach metrics of the media campaigns.	Regular	12/31/2027
40354-23/24	Public Utilities Commission	\$1,540,000	Third Party Interrupter Testing: The San Francisco Public Utilities Commission (SFPUC) Power Enterprise seeks International Electrical Testing Association (NETA) Level 3 or Level 4 certified technician to field test interrupters per PG&E's Interconnection handbook, Appendix R "Protective Relay Requirements and Approvals" found at the following link: <a href="https://www.pge.com/includes/docs/pdfs/shared/rates/tariff-book/ferc/tih/">https://www.pge.com/includes/docs/pdfs/shared/rates/tariff-book/ferc/tih/...</a> SFPUC Power Enterprise Distribution Engineering will provide approved settings and SFPUC Power Enterprise Utility Field Services will program the interrupter to the approved settings. The approved settings will be provided to the NETA Level 3 or Level 4 certified technician by SFPUC in advance of the test date. No equipment or materials will be supplied by SFPUC. Contractor shall provide the probes/connectors to connect to interrupters. The interrupter testing equipment must follow the standards listed by SFPUC in the Scope of Work. Once testing is complete, SFPUC will install the equipment. If Contractor's performance of any tests discovers any deficiencies, Contractor shall notify and advise SFPUC of any corrective action that must occur prior to any further testing.	Regular	1/31/2031
43035-23/24	Public Utilities Commission	\$45,000,000	The scope includes work in three cooperative programs: 1. Source Water Protection - Watershed controls to preserve the San Francisco Regional Watersheds within Yosemite National Park (YNP) as high-quality drinking water sources and to maintain the filtration avoidance status of the Hetch Hetchy Supply. This includes watershed management for source water protection and implementation of the Raker Act water quality provisions, along with other source water protection initiatives. 2. Environmental Stewardship (ES) Program - Collaborative efforts to improve environmental stewardship of the Upper Tuolumne River ecosystem which affects, or is affected by, SFPUC facilities and operations within YNP. These efforts incorporate policies described in the SFPUC Water Enterprise Environmental Stewardship Policy and will also assist in carrying out stipulations entered into by the SFPUC within the Department of the Interior under provisions of the Raker Act. 3. Security Program - Providing security for facilities essential to SFPUC operations within the YNP.	Regular	6/30/2028
45219-23/24	Public Utilities Commission	\$15,000,000	The scope of work includes obtain services to augment and assist SFPUC staff with specialized program/ project scheduling, Critical Path Method (CPM) scheduling, forecasting, change control, cost controls, and cost estimating for capital improvement projects and programs, review construction change orders and evaluate cost and schedule impacts, database modifications, upload/download of data from other software systems to the Primavera suite of tools used in Program Controls Group (PCG), and other specialized services such as providing technical training to staff.	Regular	12/31/2033

PSC	Department	Amount	Type of Service	Type of Approval	Duration
48658-22/23	Public Utilities Commission	\$8,000,000	4 Contracts at \$2,000,000 each. The San Francisco Public Utilities Commission (SFPUC), Power Enterprise, seeks a professional services consultant to assist with power operations support on an as-needed basis. Tasks will include assisting in the development of an Integrated Resources Plan (IRP) and the design and implementation of ongoing IRP review. The consultant will also provide support in risk management, settlements, power scheduling, and trading. The SFPUC would also like to utilize the consultant's expertise in business and strategic planning for both the publicly-owned utility (POU) functions and community choice aggregation (CCA) processes.	Regular	9/30/2028
42458-23/24	Public Utilities Commission	\$1,800,000	Fish screen cleaning and DSOD valve exercising at raw water supplies including: San Antonio Reservoir, Calaveras Reservoir, Crystal Springs Reservoir, and San Andreas Reservoir. Perform required treated water tanks and reservoir inspections and cleanings as required. Tanks and reservoirs to be inspected and cleaned are: Castlewood Reservoir, Tesla Treatment Facility domestic water tanks, Sunol Town Tanks, SVWTP Chlorine Contact Tank, SVWTP Treated Water Reservoir, The Balancing Reservoir, HTWTP Chlorine Contact Chamber, and HTWTP Treated Water Reservoir. **Inspection and cleaning including the removal of sediments and debris as well as necessary underwater repairs from pump sumps, tunnels and terminus's from and leading to SF Bay at and from: AWSS Pump Station # 1, 698 2nd. St, SF, CA. AWSS Pump Station # 2, 3455 Van Ness Ave. SF, CA. ** Limited Underwater Emergency inspections and underwater repairs for CDD potable water assets	Regular	12/1/2028
45441-23/24	Public Works	\$4,000,000	Provide specialized services in Specifications Writing and Hardware Design to support Public Works design staff on an as-needed basis. The Consultants will provide expert advice and services to ensure that the most up to date products are utilized in our specifications.	Regular	12/31/2030
48570-23/24	Public Works	\$3,000,000	Selected Consultants will provide specialized Inspector of Record (IOR) Inspection services for hospital projects on an as-needed basis. As required by the Office of Statewide Health Planning and Development (OSHPD) – a State Agency, Inspectors of Record for hospital projects must be certified by OSHPD. The role of the IOR is to provide competent and continuous inspection of all phases of hospital construction, allow OSHPD to efficiently monitor the construction process, and assure that the work is being performed in accordance with OSHPD-approved plans and applicable codes. An IOR must record all construction activities that occur on site and is responsible for verifying such items as seismic anchorage and equipment; the bracing of all mechanical, plumbing, and electrical piping; and conduit installation in accordance with the approved documents and installation procedures. The IOR also oversees all inspections and witnesses work performed by outside inspectors. As part of the inspection team and as the liaison between the Owner (City), the Architect of Record, and OSHPD, the IOR observes and reports the results of each inspection to all responsible parties.	Regular	9/30/2030
47587-22/23	Airport	\$750,000	Veterinary care services for approximately 18 working canines of the San Francisco Police Department Airport Bureau (SFPD-AB) Canine Unit at San Francisco International Airport (Airport). Work shall include providing standard care including examinations, disease prevention programs, diet and weight management services, medications, and treatments as necessary to various conditions and illnesses. Contractor shall also provide 24/7 emergency and specialty care include oncology treatment, cardiology, ophthalmology, and neurology services, on an as-needed basis.	Regular	12/31/2028



PSC	Department	Amount	Type of Service	Type of Approval	Duration
47345-23/24	Assessor/Recorder	\$564,250	The Office of the Assessor-Recorder’s (ASR) property assessment system is one of the most important IT resources in the City and County of San Francisco, as it tracks all valuations and modifications for taxable property in the City and is responsible for generating property tax revenues of over \$3.0 billion annually. ASR’s current property tax system is a proprietary system that was designed and installed over 20 years ago and is highly customized for ASR. ASR is in the process of replacing our property tax assessment system with a new modernized system known as the System for Managing Assessments, Records, and Transactions (SMART) which will more fully support ASR’s property assessment functions. Given that SMART will require an additional year to fully implement and deploy, it is essential that ASR be able to maintain and update the current system until the new system goes live and the old system can be fully decommissioned. Therefore, ASR is undertaking a new contract in the amount of \$564,250 for a software maintenance services agreement; the initial contract term is one (1) year with two (2) one-year options to extend for one year each	Regular	12/31/2026
48439-23/24	Human Resources	\$900,000	City candidates and employees need timely access to medical clearance and monitoring examinations, which are required for certain job classes under state and federal regulation. The scope of work includes all of the screening and monitoring services required for select City job classes to begin and continue work. Medical Examinations administered by a physician or physician extender: pre-placement physical exam, respirator clearance physical exam, physician consultation, hazardous worker exam, asbestos exposure physical exam, silica physical exam, Department of Motor Vehicles/Department of Transportation physical exam. Medical examinations administered by an ancillary provider or technician: Audiogram, screening electrocardiogram, resting, Cardiac stress test with treadmill, Chest X-Ray, 1 view, Chest X-Ray, 2 views, Chest X-Ray, 4 views, frontal and lateral with oblique projections, B Reader Chest X-ray, respirator medical clearance/OSHA, respirator fit test, qualitative, review of OSHA Respirator Questionnaire, spirometry. Laboratory work administered by an ancillary provider or technician: PPD, placement and reading, QuantiFERON, CBC with automated differential, Chem Comprehensive Panel, Blood lead, Cholinesterase, RBC, Cholinesterase, Plasma/Serum, Fecal Immunochemical Test, Laboratory or nonphysician review of tests/brief screen – no physical exam, venipuncture. Pre-Employment Titer and Vaccinations administered by an ancillary provider or technician: Titer: Mumps Antibody Screen, Titer: Rubella Antibody Screen (German Measles), Titer: Rubeola Antibody Screen (Measles), Titer: Varicella (Varicella or Chickenpox) Antibody Screen, Titer: Hepatitis B Surface Antibody (HBsAb), Titer: Hepatitis A IgG Antibody (HAAB). Pre-Employment Titer and Vaccinations administered by a Registered Nurse: Vaccine: Measles Mumps Rubella (MMR), Vaccine: Varivax (Varicella or Chickenpox), Vaccine: Tdap, Vaccine: Td, Vaccine: Influenza, Vaccine: Hepatitis B, Vaccine: Hepatitis A, Vaccine: Twinrix (Hep B and Hep A combo), Vaccine: COVID-19 Booster	Regular	6/30/2027
45665-18/19	Mayor	Current Approved Amount \$4,260,000 Increase Amount Requested \$471,000 New Total Amount Requested \$4,942,000	Contractor shall conduct and coordinate federal lobbying services for the City, including identifying and advocating for or against legislation and regulatory matters that impact the City. The scope includes identifying potential legislation or regulation, representing the City’s agenda to federal legislators, as well as advocating for the City’s position with proposed legislation and budget appropriations with federal legislators. This requires maintaining good relationships with the staff of federal legislators.	Modification	9/30/2024

PSC	Department	Amount	Type of Service	Type of Approval	Duration
3070-12/13	Public Health	Current Approved Amount \$262,000 Increase Amount Requested \$420,000 New Total Amount Requested \$682,000	Contractor will provide specially training medical clowns to provide comfort and support to patients, their families and / or their caregivers. Medical clown services are a specialized form of patient support services that some studies have shown to be an effective part of the overall treatment plan for a patient. Medical clowns may utilize music, humor, magic tricks, and other techniques to entertain and relax patients.	Modification	12/31/2027

**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.

**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.

**(8) Proposed Revised Policy of the Civil Service Commission on Personal Service Contracts. (File No. 0229-23-1) – Action Item**

**Recommendation:** Adopt the report; post the proposed revisions to the Civil Service Commission Policy and Procedures for Personal Service Contracts.

**(9) Appeal by Alfonso Jamaal Ramirez of the Rejection of the 9139 (CBT-9139-T00076) Transit Supervisor Examination. (File No. 0169-23-4) – Action Item**

**Recommendation of the Director of Transportation:**

Adopt the report and deny the appeal by Ramirez.

**(10) Appeal of Rejection of Application by John Reimonenq for 9139 Transit Supervisor (CBT-9139-T00076). (File No. 0171-23-4) – Action Item**

**Recommendation of the Director of Transportation:**

Adopt the report and deny the appeal by Reimonenq.

- (11) **Appeal by Craig Martin of the Human Resources Director’s determination that investigative findings did not establish Appellant’s complaint of retaliation. (File No. 0201-23-5) – Action Item**

**September 18, 2023:** The Civil Service Commission continued this item to a future meeting and moved to agendaize the matter as a closed session for consideration by the Commission at a date to be determined after the appellant has been given the opportunity to review their EEO file at the Department of Human Resources.

**Recommendation of the Human Resources Director:**

Adopt the report, uphold the decision of the Human Resources Director, and deny the appeal by Craig Martin.

**SEPARATIONS AGENDA**

- (12) **Request for a Hearing by Jose Santiago, former 3417 Gardener with the San Francisco Department of Public Works. (File No. 0194-21-7) – Action Item**

**September 18, 2023:** The Civil Service Commission approved the request to postpone this item to a future meeting at the request of the appellant.

**Recommendation of the Human Resources Director:**

Uphold Department of Public Works’ decision to restrict the future employment of Jose Santiago with the City and County of San Francisco and deny the appeal.

- (13) **Request for a Hearing by Sandra Zuniga, former Manager IV (0932) on their Future Employment Restriction with the City and County of San Francisco. (File No. 0180-20-7) – Action Item**

**September 18, 2023:** The Civil Service Commission approved the request to postpone to a future meeting at the request of the appellant.

**Recommendation of the Human Resources Director:**

Uphold the Department of Public Works’ decision to permanently restrict Sandra Zuniga’s future employment with the City and deny the appeal.

- (14) **COMMISSIONERS’ ANNOUNCEMENTS/REQUESTS**

- (15) **ADJOURNMENT**