



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

**LONDON N. BREED
MAYOR**

**AGENDA
Regular Meeting
March 4, 2024**

**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 420 8840. Instructions for providing remote public comment are below.

**LISTEN/PUBLIC COMMENT CALL-IN
USA is (415) 655-0001 | Access Code: #2661 420 8840
Press # twice 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, 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 420 8840.

Regular Meeting March 4, 2024

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 420 8840

- 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 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 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 Vitus Leung
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

Special Meeting of January 30, 2024 – 1:00 p.m.

February 5, 2024: Postponed to the meeting of March 4, 2024.

Recommendation: Adopt the Minutes.

Regular Meeting of February 5, 2024 – 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

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. 0035-24-8) – Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
45652-23/24	Municipal Transportation Agency	\$2,500,000	<p>The SFMTA has a \$500 million annual capital improvement budget and approximately one-fourth of this is funded through competitive grants. The SFMTA submits between 25 and 30 grant applications annually to federal, state and local agencies. While some of these applications require moderate effort several require over 100 hours to complete. The SFMTA is interested in hiring a team of consultants to work with the SFMTA Funding Strategy and Programs (FS&P) Office in both preparing grant applications and administering grants once they are awarded. The level of effort will vary depending upon the particular requirements of the funding agency. The prospective consulting team will need to estimate its cost for completing each application and administering the grant once awarded based on the requirements of the funding program. Grant Writing 1. The Consulting team will lead grant writing and collateral development for each grant application. This will entail creating project area maps, creation of illustrative graphics for incorporation into the application materials, writing narrative responses to application questions, development and formatting of schedules and budget and incorporating into application. Typically, all applications will require responses related to: A. Identification, assessment and narrative of existing conditions and project needs, challenges that the project will address. This will include creation of a project area map. B. Identification, analysis and narrative of multiple direct and indirect benefits. Modeling may be required to quantify some benefits. Benefits usually include the following: • Identification, mapping, analysis and narrative of Disadvantaged Communities • Identification, analysis, and narrative of environmental justice benefits • Safety benefits (potential to reduce risk of ped/bike collisions and fatalities) analysis, mapping, and narrative • GHG emission reductions (requires modeling), climate change, environmental sustainability benefits analysis and narrative. • State of good repair benefits analysis and narrative • Economic and workforce development benefits analysis and narrative. C. Description and documentation of public outreach and engagement, both past and future. Development of public engagement strategy. 2. The Contractor will respond to two rounds of consolidated comments from SFMTA on grant applications prior to finalizing the materials. We assume that grant application materials will be finalized no later than one week before the grant deadline. 3. The Contractor will coordinate weekly virtual check-ins to discuss progress, review materials, and confirm next steps. The Contractor will submit monthly progress reports to SFMTA containing a detail of staff labor, a summary of any issues and resolutions of note for each month, schedule tracking, and a summary of activities. Grant Administration Support staff in all grant administration duties, including preparation of Board Calendar Items to authorize the Director to sign the grant agreement; preparation of grant agreements and subrecipient contracts; preparation of requests for allocations; preparation of quarterly reports and final reports to funder agency; preparation of other reports as needed.</p>	Regular	11/30/2028

PSC	Department	Amount	Type of Service	Type of Approval	Duration
46165-23/24	Municipal Transportation Agency	\$984,762	This request is for technical services required for monitoring and repair services to San Francisco Municipal Transportation Agency's (SFMTA's) transit signal priority (TSP) system, Licensed Software updates, and services to ensure that the TSP system and its individual components, Equipment and Licensed Software operate efficiently and to its maximum capacity. A further purpose of this agreement is to provide SFMTA staff with the training and information necessary for the SFMTA to adequately and efficiently install TSP equipment at new intersections, as well as training for SFMTA staff to be up-to-date with the vendor's Opticom On-Site Software and Opticom Central Management Software (CMS). This agreement will ensure that SFMTA will continue to have the most up-to-date technology available, along with the warranty and technical support needed from the vendor. Attached is the detailed Proposed Scope of Work.	Regular	02/28/2027
41652-23/24	Police	\$125,000	The San Francisco Police Department (SFPD) requires a contractor to calibrate instruments for the SFPD Crime Lab Forensic Biology, Firearms and Alcohol Unit. The scope of work requires a firm accredited with ISO 17025 to specifically calibrate barrel length standards, firearm trigger pull gauges, centrifuges, balances (in the weight range required), temperature probes and thermometers	Regular	12/31/2034 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i>
43175-23/24	Port	\$200,000	This service is for obtaining necessary parts, labor and technical support for the continued operation and maintenance of a standby generator for the FMT passenger gangway at Pier 27. This generator is fully capable of running the gangway during a power outage to the Pier 27 location.	Regular	09/30/2027
41625-23/24	Public Health	\$13,000,000	Contractor(s) will provide support to San Francisco residents, age 18 years and older, with serious mental health illness and difficulty appropriately managing their income to provide for food and shelter. The goal is to provide representative payee and money management services for registered clients located in the Downtown, South of Market and Tenderloin neighborhoods. Services must be culturally congruent and provided in appropriate languages (English, Cantonese, Russian, Spanish, Tagalog, and Vietnamese).	Regular	12/31/2028
41988-23/24	Public Health	\$5,000,000	The electronic Contract Management System (eCMS) is an electronic application that serves as the primary contract monitoring system to standardized and centralize all contract activities supporting the whole department. The services will include one standardized repository for all contracts, request form development, streamline contracting flows, processes prior to contract certification, entry into the Citywide systems, database development and report building, and implementation, and training. This contract will provide eCMS maintenance and support services related to daily application and data backup, application hosting and connectivity, project management, user support, security, implementation and monitoring, database creation, data repository, data integration, reporting, software bug fixes, minor additions to data collection, browser compatibility testing, general code optimization, and ongoing customizations.	Regular	12/31/2029
43428-23/24	Public Health	\$26,650,000	The selected contractors will have clinicians who will provide street based behavioral health services to vulnerable populations. Clinicians will staff the clinical teams to provide short to medium term care coordination for vulnerable populations with the goal of stabilizing and improving these individuals' health. Currently it is anticipated that there will be three teams of clinicians that focus on the following practice areas. Team 1: Clinicians will staff the City's Mobile Behavioral Health Team; Team 2: Clinicians will staff the City's BEST Neighborhoods Clinical Team; Team 3: Clinicians will staff the City's Post Overdose Engagement Team (POET).	Regular	12/31/2030 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i>

PSC	Department	Amount	Type of Service	Type of Approval	Duration
46436-23/24	Public Library	\$190,000	SFPL is requesting proposals from qualified suppliers for the relocation of fragile, historical collections to the 750 Brannan Street location. The primary task involves moving approximately 4,000 boxes of varying sizes and 2,039 ledgers, along with their 46 shelving units, from four sites: 190 9th Street, and Brooks Hall, M43, and L65 storage rooms at the Main Library. These items must be methodically arranged in numbered order on high-density compact shelving at the destination. Additionally, a secondary move, scheduled within two months of the primary move, requires transferring part of the collection from Brooks Hall to M43 and L65 storage rooms within the library. This includes approximately 600 regular-sized cartons, 40 oversized cartons, and 1,000 ledgers. These items, containing fragile and irreplaceable historical materials, must be carefully handled and placed in the correct numerical order in their new locations.	Regular	02/01/2025
43783-23/24	Public Utilities Commission	\$3,00,000	Assist San Francisco Public Utilities Commission (SFPUC) personnel in providing corrosion control engineering support which includes: performing corrosion investigations and testing; write studies and reports; prepare corrosion control performance criteria; design plans, specifications, cost estimates; corrosion condition assessment surveys of pipelines; cathodic protection interference mitigation; leak investigations; coating inspections; construction support; and other corrosion engineering tasks. Structures needing corrosion control engineering services include pipeline segments, tanks and storage vessels within the various facilities operated by the Water Supply and Treatment Division (WSTD), City Distribution Division (CDD) and the Wastewater Enterprise (WWE).	Regular	12/01/2029
45858-23/24	Public Utilities Commission	\$888,000	CleanPowerSF (CPSF) currently has contracts with two large battery storage systems as part of its renewable energy compliance requirements. The contract amount for this contract will go towards software licensing and overhead costs. The batteries are operated by two different vendors and charge during solar energy producing hours so they can provide energy when solar is not available. The California Independent System Operator (CAISO) mandates a certain amount of energy be available from entities such as CPSF to ensure the reliability of California electric grid and entities are fined if energy is not available as required. In order to comply with availability requirements, CPSF must procure a battery optimization tool for both projects and other future battery installations.	Regular	04/01/2028
46566-23/24	Public Utilities Commission	\$350,000	SFPUC Power intends to investigate affordability of rates for San Franciscans. A definition of affordability does not currently exist. If this service is denied, Power rates may be out of reach for many residential customers served, leading to increased account arrearages and ultimately electric service shutoffs of some of the City's most vulnerable populations. The work includes an overview of electricity utility lowincome assistance models, what the SFPUC offers as compared to peers, and leading practices from peers. This effort requires specific expertise in State- and Nation-wide affordability efforts	Regular	04/30/2029
44881-23/24	Public Works	\$35,000,000	Mission Cultural Center for Latino Arts ("MCCLA") - Scope I: Structural strengthening for Seismic Hazard Rating ("SHR" 4), lobby renovation, theater cooling, and mechanical exhaust from select spaces. Scope II: new structural diaphragm (SHR 4) including new roof and new skylights, full building cooling. African American Arts Culture Complex ("AAACC") - Scope I: Voluntary structural strengthening, code required upgrades - mechanical, electrical, fire systems, and ADA access. Scope II: Select repair/replacement of deteriorated and worn finishes, doors, and equipment. Repair rusted windows, repair walls and replace roof.	Regular	03/01/2027

PSC	Department	Amount	Type of Service	Type of Approval	Duration
44921-23/24	Sheriff	\$4,000,000	Services are needed for pre-sentenced individuals as released by the Court and ordered to Electronic Monitoring as a measure of supervision. The Contractor will install and activate an electronic monitoring device that communicate via Global Positioning System (GPS) to a centralized system. The centralized system will monitor the participants movements to ensure attendance of community programs and adherence to the Court release order. The services will include adjunct case management to monitor participants' in scheduled out-patient services, counseling, substance support services, school attendance, and work.	Regular	07/31/2029
48513-22/23	City Administrator	Current Approved Amount \$8,000 Increase Amount Requested \$2,400,000 New Total Amount Requested \$3,200,000	The City and County of San Francisco City Administrator's Office – Real Estate Division (RED) has approximately 38 emergency generators located at its critical facilities. Repair, maintenance, and testing of emergency generators is an integral part of maintaining optimal operational readiness in the event of an emergency. When these generators are inoperable due to mechanical issues or need repairs and basic maintenance, the City's mission to provide Emergency Operations Centers and continue supplying City services is compromised by any failure of this equipment.	Modification	06/29/2028
43081-21/22	Juvenile Probation	Current Approved Amount \$320,000 Increase Amount Requested \$220,000 New Total Amount Requested \$540,000	The Ombudsperson is responsible for resolving grievances submitted by detained youth at Juvenile Probation Department (JPD) detention facilities. Contractor will serve as a neutral and independent agent who is a liaison between detainees, their parents/guardians and Department staff. When a youth files a grievance, contractor shall investigate and resolve through appropriate means including mediation between the youth and the Department and where appropriate shall recommend procedural changes as part of the recommended resolution of a grievance. The contractor will also meet with the Juvenile Hall Director or his/her designee at least quarterly to provide feedback regarding client service issues and to make policy recommendations. They will compile program data for monthly reports summarizing the number, source, and outcome of complaints handled and reporting hours of service provided. The contractor will also develop and maintain individual case files for every complaint and issue a letter outlining the complaint, findings, and recommendations to the complainant, as appropriate.	Modification	06/30/2027
41279-13/14	Public Health	Current Approved Amount \$99,400,000 Increase Amount Requested \$9,650,000 New Total Amount Requested \$109,050,000	The purpose of this service is to provide fiscal administration for administrative infrastructure, including service delivery in support of programming for Department of Public Health (DPH) clients. This supports services, such as administrative services, and behavioral health treatment services, e.g. foster care mental health programming, substance abuse drug court, anchor programming and related other behavioral health services.	Modification	03/31/2025
49302-18/19	Public Health	Current Approved Amount \$560,000 Increase Amount Requested \$440,000 New Total Amount Requested \$1,000,000	The contract will provide Health Information Management (HIM) coding auditing and protocol development for medical coding upon which City and Department reimbursement is based, in order to assure compliance with Centers for Medicare and Medicaid Services (CMS), regulatory requirements related to billing, and as part of fraud prevention requirements. The contractor will validate coding done by civil service staff based on applicable coding guidelines, use of International Statistical Classification of Diseases and Related Health Problems, Tenth Revision, Clinical Modification (ICD-10 CM), Procedure Coding System (PCS) codes, Current Procedural Terminology (CPT Codes), PCS Root Operation, and Diagnosis-Related Group (DRG)/All Patients Refined Diagnosis Related Groups (APR DRG) assignments, and will validate Clinical Documentation Integrity (CDI) process for documentation clarification.	Modification	12/31/2028

PSC	Department	Amount	Type of Service	Type of Approval	Duration
34799-21/22	Technology	Current Approved Amount \$100,000 Increase Amount Requested \$400,000 New Total Amount Requested 5000,000	Supplier’s Standard Implementation includes the following configuration, onboarding, and standardized training services: -Kickoff and planning to help you meet the 100-day implementation timeline -Review of existing documentation to determine process design requirements -Sharing of best practices and recommended approaches based on experience -Creation of custom forms, fields, and conditional rules -Creation of workflow routing and mapping -Creation of custom email notifications -Configuration of basic reports -Setup of user access controls and security to align with your organization - Initial user account creation -Access for Primary Users to the LogicGate Power User Certification program that has a variety of courses that are constantly being updated and built upon to provide ongoing training -One (1) live admin training session provided via web conference and recorded - Single sign-on implementation support (if applicable) -API guidance and best practices (if applicable) - Guidance on data import format and in-app import tool (if applicable) - Go-live recommended best practices -Standard Success Plan: Includes access to the LogicGate Help Center (help.logicgate.com); in-app chat support; access to shared Customer Success Analysts; notifications announcing a new product features; and updates to LogicGate Standards and Regulations Content made available via Comma-Separated Values (CSV) file within 60 days of a major release published by the authoritative source. (80hrs per request @\$20k) of access to the Risk Cloud Consultant Team at LogicGate. These hours can be used for additional configuration, system administration, content update, or Governance, Risk, and Compliance (GRC) process design and enablement support; and support with applying updates to existing control mappings for Risk Cloud Standards and Regulations Content. As needed basis for configuration of the software. Not to exceed \$100,000. Scope Change: The Scope has not changed, just more implementation has been required as the Department of Technology has added on additional software modules, as well as 2 other city departments have onboarded the platform which also requires implementation and configuration to their specific use cases. The Department of Technology has 3 full time employees deployed to this platform to assist other city departments as needed. The professional services arise when our own staff cannot customize or implement the module or software due to proprietary code of the software.	Modification	03/17/2028

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.

(8) Request for Hearing by Deborah L. Aragon General Laborer (7514) Department of Public Works on Their Future Employment Restrictions. (File No. 0031-22-7) – Action Item

February 5, 2024: Accept the report and approved the second request from the Department of Public Works to postpone this item to the meeting of March 4, 2024.

Recommendation: Postpone to the meeting of April 1, 2024, at the request of the appellant.

(9) Report on MTA Service-Critical Appointments Exempt from Civil Service under Charter Sections 10.104-16 through 10.104-18. (File No. 0037-24-1) – Action Item

Recommendation: Adopt the report.

(10) Follow-Up Report on Registered Nurse Hiring from Department of Public Health. (File No. 0014-24-1) – Action Item

January 30, 2024: Postponed to the meeting of March 4, 2024, at the request of the Department of Public Health.

Recommendation: Postpone to the meeting of March 18, 2024, at the request of the Department of Public Health.

(11) Review of Request for Approval of Proposed Personal Services Contract Number 49137-23/24 from the Department of Public Health. (File No. 0039-24-8) – Action Item

PSC	Department	Amount	Type of Service	Type of Approval	Duration
49137-14/15	Public Health	Current Approved Amount \$169,748,074 Increase Amount Requested \$100,000,000 New Total Amount Requested \$269,748,074	Contractors will provide San Francisco General Hospital (SFGH) and Laguna Honda Hospital (LHH) a continuous, reliable source of intermittent, supplemental, and travel nursing personnel during high patient census, high acuity, unexpected staff illnesses and/or vacations, and to meet State nurse-to-patient staffing ratio requirements. In addition, SFGH is scheduled to transition to a new acute care facility in December of 2015. In order for that transition to be successful, the current staff will require training on the new equipment, technology, patient flow and workflow processes. Supplemental contract nurses and ancillary personnel will be necessary to provide surge capacity in order to back-fill SFGH staff while they attend training sessions and scheduled “day-in-the-life” training simulations.	Modification	10/31/2027

January 30, 2024: Continued PSC #49137-14/15 from the Department of Public Health to the meeting of March 4, 2024.

Recommendation: Continue PSC #49137-14/15 from the Department of Public Health to the meeting of March 18, 2024, at the request of the department.

(12) Appeal of Rejection of Application by Mailei Maloa for 7253 Electrical Transit Mechanic Supervisor I (CBT-7253-T00083). (File No. 0234-23-4) – Action Item

February 5, 2024: Continued to the meeting of March 4, 2024.

Recommendation: Postpone this item to a future meeting.

(13) Review of Request for Approval of Proposed Personal Services Contract Number 41315-23/24 from the Department of Public Health. (File No. 0040-24-8) – Action Item

PSC	Department	Amount	Type of Service	Type of Approval	Duration
41315-23/24	Public Health	\$72,000,000	<p>These services will be provided by contractors responding to a new RFP to create Expanded Harm Drop-in Centers, which tests a new paradigm for the organized delivery and linkage of health care services for people who use drugs. Its purpose is to demonstrate how such a system will reduce overdose, reduce overdose disparities, reduce adverse health and social consequences, and promote recovery and wellness.</p> <p>Critical elements include:</p> <ul style="list-style-type: none"> -- Providing hospitality services in order to ensure that all services are rendered in a warm, welcoming environment that treats clients with compassion and respect and encourages future engagement; -- Providing linkage services in order to ensure the ability to integrate harm reduction with other forms of care provided at the Sites to ensure that the “whole person” needs of clients are met; -- Providing onsite rapid HIV and HCV testing by licensed medical staff, trained staff, or trained peers (DPH HIV HCV Test Counselor training) and follow-up testing at DPH Health Laboratory and follow-up linkage to treatment; -- Providing on-site drug checking on a regularly scheduled basis with the use of infrared spectrometer, or other equivalent technology, that identifies different compounds in a given sample; -- Providing distribution and disposal of harm reduction supplies and education; -- Providing culturally responsive community outreach and engagement to the Priority Population to encourage people disproportionately impacted by substance use to use the program. This can include outreach to other providers, training, and/or street-based outreach. 	Regular	12/31/2028

February 5, 2024: Continued PSC #41315-23/24 from the Department of Public Health to the meeting of March 4, 2024.

Recommendation: Accept the request from the Department of Public Health to withdraw PSC #41315-23/24.

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.

- (14) Appeal by Christopher Dugan of the Denial to Accept his Late Application for the H030 Captain Examination. (File No. 0245-23-4) – Action Item**

January 30, 2024: Postponed to the meeting of March 4, 2024, at the request of the appellant.

Recommendation from the Department of Human Resources:

Adopt the report and deny the appeal by Christopher Dugan.

- (15) Public Comment on all matters pertaining to Items 16, 17, 18 and 19**
- (16) Vote on whether to hold Items 17, 18, and 19 in closed session. (Action Item)**

CLOSED SESSION AGENDA

- (17) Appeal by Larrell Dean of Their Disqualification and Removal from the Eligible List for 8216 Senior Parking Control Officer (CBT-8216-T00015). PERSONNEL EXCEPTION – San Francisco Administrative Code Section 67.10(b) and California Government Code Section 54957 (b)(1). (File No. 0225-23-4) – Action Item**

Recommendation of the Municipal Transportation Agency:

Adopt the report and deny the appeal by Dean.

- (18) Appeal by Juliana Petani of the Human Resources Director’s determination to administratively close her complaint of harassment. PERSONNEL EXCEPTION – San Francisco Administrative Code Section 67.10(b) and California Government Code Section 54957 (b)(1). (File No. 0148-23-6) – Action Item**

Recommendation from the Department of Human Resources:

Adopt the report, uphold the decision of the Human Resources Director, and deny the appeal by Juliana Petani.

- (19) **Request for a Hearing by Ellen Mendelson on Behalf of Stephen Wong former Community Police Services Aide (9209), San Francisco Police Department on their Future Employment Restrictions against all City Departments. PERSONNEL EXCEPTION – San Francisco Administrative Code Section 67.10(b) and California Government Code Section 54957 (b)(1). (File No. 0212-23-7) – Action Item**

February 5, 2024: Postponed this appeal to the Civil Service Commission Meeting of March 4, 2024, at the request of the appellant’s attorney.

Recommendation from the Department of Human Resources:

Adopt report and rule Chief Scott acted in a manner consistent with his authority as a department head and deny the appeal.

- (20) **Reconvene in Open Session. Vote to elect whether to disclose any or all discussions on Items 17, 18 and 19 in closed session (S.F. Admin. Code §67.12 (a)) – Action Item**
- (21) **COMMISSIONERS’ ANNOUNCEMENTS/REQUESTS**
- (22) **ADJOURNMENT**