



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

**LONDON N. BREED
MAYOR**

**AGENDA
Regular Meeting
September 16, 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 # 2664 629 9126. Instructions for providing remote public comment are below.

**LISTEN/PUBLIC COMMENT CALL-IN
USA is (415) 655-0001 | Access Code: # 2664 629 9126
Press # twice to listen to the meeting via audio conference
Dial *3 when you are ready to queue**

LONDON N. BREED, MAYOR

COMMISSIONERS

**KATE FAVETTI
President**

**ELIZABETH SALVESON
Vice President**

F.X. CROWLEY

VITUS LEUNG

JACQUELINE MINOR

**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 meetings use the Civil Service Commission's dedicated public comment line 1-415-655-0001, Access Code # 2664 629 9126.

Regular Meeting September 16, 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 #
2664 629 9126

- 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). An original 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 <https://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 an 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

*** Temporary Wheelchair-accessible entrances are located on Van Ness Avenue and Grove Street. Please note the wheelchair lift at the Goodlett Place/Polk Street is temporarily not available. After multiple repairs that were followed by additional breakdowns, the wheelchair lift at the Goodlett/Polk entrance is being replaced for improved operation and reliability.**

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, 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 <https://sfethics.org/>.

ITEM NO.

(1) CALL TO ORDER AND ROLL CALL

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

(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 August 19, 2024 – 2:00 p.m.

Recommendation: Adopt the Minutes.

(4) ANNOUNCEMENTS

Announcement of changes to the agenda.

Other announcements.

Commissioner announcement of intent to sever items from the Ratification Agenda.

Commissioner announcement of intent to sever items from the Consent Agenda.

(5) HUMAN RESOURCES DIRECTOR'S REPORT

EXECUTIVE OFFICER'S REPORT

**(6) Civil Service Commission Goals and Objectives for Fiscal Year 2024-2025.
(File No. 0187-24-1) – Action Item**

Recommendation: Adopt the report.

(7) Matters to be held in Closed Session. (File No. 0188-24-1) – Discussion Only Item

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. 0184-24-8) – Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0004091 v 0.01	City Administrator	\$1,000,000	The services are for uniform and garment fittings, alterations, and ancillary services such as measurements, fittings, hemming, patching, embroidery, and logo silk-screening and lamination. These service components are part of the \$10MM Citywide Uniforms Term Contract for the San Francisco Police Department (SFPD), San Francisco Fire Department (SFFD), San Francisco Sheriff's Department (SHERIFF), and other City departments. The City identifies the manufacturer with no substitute. In order to preserve the manufacturer's warranty, the City is required to use the vendor's authorized tailor to customize the uniforms and garments.	New	84 months
DHRPSC 0004257 v 0.01	City Administrator	\$5,000,000	Services are for as-needed, preventative, annual, and emergency maintenance services for existing audiovisual systems (AV) in City Hall and other City buildings. These systems are connected through standard or customized hardware and software configurations. As a part of the contract, the contractor will perform systems maintenance services including, but not limited to, software and firmware. The contractor will service the existing systems and/or supply replacement equipment installations. The contractor may be required to install new audiovisual systems. These services are primarily for the Real Estate Division but will also be available to any other City departments that may be in need of the same services.	New	60 months
DHRPSC 0004157 v 0.01	Airport	\$15,000,000	Maintenance and support for the operation of integrated electronic and computer systems at the San Francisco International Airport (SFO) which is used by all of the Airport tenant airlines and the Airport Commission staff. The cost of maintaining the equipment and software is shared by the Airlines and the Airport Commission. As background, the Lease and Use Agreement is the operating and use agreement between the Airport Commission and all of its signatory airlines. As part of the most recently negotiated lease and use agreement that went into effect in 2023 for a ten-year term, a consortium was recognized as an "Existing Air Carrier Consortium" for the purposes of performing operations, maintenance and other services at the Airport. The consortium is made up of the airline lease and use signatories that operate at SFO and has been providing terminal management and operations services at the International Terminal. Except for certain amounts funded by the Airport Commission, the "Existing Air Carrier Consortium" is largely funded by fees charged to the member airlines of the consortium. The work under this request includes maintenance and support of the Integrated Electronic Systems, and as-needed Patron Assistance. The Integrated Electronic Systems include: proprietary systems for flight information, Common Use Passenger Processing, and Common Use Self Service Kiosks. Patron Assistance is a service to patrons with special needs from the main terminal complex to outlying facilities, including rental car and long-term parking, which is not provided for by the Airlines.	New	60 months
DHRPSC 0004338 v 0.01	Department of Emergency Management	\$300,000	Vendor is to provide maintenance and support of EMSA owned proprietary medical devices.	New	120 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0004523 v 0.01	Public Health	\$2,400,000	Contractor will provide services designed to address temporary surge(s) in needs for vaccination and over the counter (OTC) test kit distribution at San Francisco community locations not typically served by the Department of Public Health (DPH). These surges may occur during periods of outbreaks, epidemics, significant human exposures to communicable diseases, or otherwise increased communicable disease activity. These services are a supplement to, not a replacement for, routine vaccination services provided by DPH. Contractor will provide end-to-end pop-up vaccination events to be held at locations and times determined by DPH, including daytimes, evenings, and weekends. The contractor will also hand out OTC test kits upon request at specified events.	New	48 months
DHRPSC 0001018 v 0.01	Department of Public Works	\$4,000,000	Consultants will perform highly specialized acoustical engineering services, such as measuring noise and vibration levels, calculating and designing engineering noise controls, engineering architectural acoustics to achieve good speech intelligibility and or precise and accurate sound, preparing environmental noise report, and other related services to support Public Works Building Design and Construction design staff on an as-needed basis.	New	84 months
DHRPSC 0004155 v 0.01	Juvenile Probation	\$300,000	JPD is seeking document translation services to translate Court reports, case plans, and other documents that contain confidential information protected by state law, such as juvenile case file information. The existing Citywide term contracts under the Office of Contracts Administration do not meet the specific translation needs of the Department, which is why we will need to procure our own document translation services. All document translation services will be performed by individuals who are certified by the State of California Certified and/or American Standards for Testing and Materials or for legal and medical interpretation. Core Languages will be defined as Chinese (Cantonese and Mandarin), Spanish, Filipino (Tagalog), Russian, Samoan, Mayan, and Vietnamese; other languages may be included as needs emerge, as identified by compliance agencies, including the Office of Civic Engagement & Immigrant Affairs (OCEIA). In addition, the "January 2023 CDSS ACL 23-04" ("All County Letters CA Department of Social Services") states that the JPD needs to give youth copies of the court report, case plan, TILP, and Foster Youth Bill of Rights, and ensure those items are translated in the youth's primary language, if English is not their primary language.	New	39 months
DHRPSC 0004316 v 0.01	Mayor	\$2,355,000	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.	New	60 months
DHRPSC 0004183 v 0.01	Police	\$4,000,000	The SFPD is procuring mobile data computers and mobile printers for patrol vehicles which requires installation services. This will involve the installation of mounting equipment and wiring throughout the patrol vehicles	New	36 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0004195 v 1.01	Public Health	Current Approved Amount \$800,000 Increase Amount Requested \$8,440,519 New Total Amount Requested \$9,240,519	The contractor(s) will work on several projects in support of Substance Use Disorder initiatives. Projects will maintain a sustainable system to estimate the number of people in the City and County of Francisco who are at active risk of an opioid overdose and support services for the Implementing Overdose Prevention Strategies at the Local Level (IOPSSL) program. Contractors will: Provide expertise in population size estimation methods; Work with the Substance Use Disorder team to build capacity to implement capture-recapture analysis to estimate the size of the non-injection drug users; Prepare code for statistical software to implement the analysis, organize and interpret the results, and assist in drafting the report describing the results; Direct the scientific study design, prepare and troubleshoot code for statistical analysis, and interpret and present results in a draft report; Provide scientific oversight to the Substance Use Disorder team as they implement and interpret the capture-recapture analyses. For the IOPSSL program, the Contractor(s) will create an integrated online data dashboard, and serve as subject matter experts to train Emergency Department staff, and advocate for substance use assessment and navigation in the 7 hospital emergency departments in San Francisco with the goal to greatly expand the number of individuals with substance use disorders who are linked to medication-assisted treatment and significantly reduce opioid overdoses in the city.	Amendment	65 months
DHRPSC 0003594 v 1.01	Public Utilities Commission	Current Approved Amount \$14,000,000 Increase Amount Requested \$10,000,000 New Total Amount Requested \$24,000,000	PSC 46104 - 19/20 was approved by the Civil Service Commission on August 5, 2019 for the scope of work in this request. PSC 46104 - 19/20 will expire on May 18, 2021, before the expected execution of SFPUC Contract PRO-0168. This request will allow the SFPUC to complete the execution of Contract PRO.0168. Consultants will perform highly specialized engineering tasks that include conducting geotechnical field explorations, investigations, and laboratory testing; hydraulic modeling, corrosion testing and evaluation, condition inspection and assessment of existing transmission pipelines, seismic vulnerabilities of transmission pipelines crossing earthquake faults, site surveying in remote locations, hydraulic bypass and energy dissipation design for powerhouses, preparing reports for new and existing transmission pipelines; The SFPUC intends to award two (2) contracts, each not to exceed \$7,000,000.	Amendment	96 months
DHRPSC 0003857 v 1.01	Public Utilities Commission	Current Approved Amount \$2,000,000 Increase Amount Requested \$2,589,000 New Total Amount Requested \$4,589,000	The Contractor shall provide all necessary technical labor, materials, supplies, tools, supervision, manuals, personal protective equipment, and incidentals to perform the services/repairs such as transportation, inspections, and repairs of each pump and motor assembly. Transportation of each pump and motor assembly includes transportation from the City facility to Contractor's shop and from Contractor's shop back to the City facility in the appropriately sized truck/trailer. Inspections of pumps includes disassembly of motor and pumps, perform visual inspections, submit an "as found" condition inspection report to the City Representative with photos and detailed recommended repairs (inclusive of breakdown of parts, materials, and labor needed), furnish complete inspection reports, electrically megger and test all windings and protection devices, perform polarized index (PI) tests, surge comparison test on stator winding, total indicated run out of shaft, micrometer readings on bearing journals and bell housings, check impellers for wear and tolerances, check wear rings for wear and tolerances, and check suction nozzle for wear and tolerances. Repairs include: steam clean parts, remove stator core from housing, burn stator in temperature controlled oven, strip AC stator and record winding data, clean and sandblast stator core, rewind AC stator with inverter duty wire Class H insulation and Class F leads, supply and install temperature sensors, vacuum pressure impregnate AC winding, apply Class F polyurethane insulating coat on windings, install stator core in housing, dynamically balance rotor and impeller, supply and install new O-rings, seals, and bearings, perform motor shop test, and replace wear rings, seals, impellers, and other incidental parts needed when performing work.	Amendment	84 months

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) Annual Report on the City and County of San Francisco Pre-Employment Conviction History Program for Fiscal Year July 1, 2023 to June 30, 2024. (File No. 0185-24-1) – Action Item

Recommendation: Adopt the report.

(10) Review of Request for Approval of Personal Services Contract Number 48746-20/21 from the Airport – Omit Posting. (File No. 0098-21-8) – Action Item

June 21, 2021: Denied the request for PSC #48746-20/21 – Omit Posting. Continued to the meeting of July 19, 2021, for consideration.

July 19, 2021: Adopted the report and approved PSC #48746-20/21 – Omit Posting for 5 years with the condition for a classification review. In addition, Airport will provide an annual report on the status of the classification review and discussions between Airport and Local 39. Notify the Office of the Controller and the Office of Contract Administration.

July 15, 2024: Postpone to the meeting of August 5, 2024, at the request of the department.

August 5, 2024: Continued to the meeting of September 16, 2024, with the condition of the Airport having a representative from Human Resources to provide an update to the Commission on the classifications that can perform this work in-house.

Recommendation: Adopt the report.

(11) Review of Request for Approval of Proposed Personal Services Contract Number 49137-14/15 from the Department of Public Health. (File No. 0039-24-8) – Action Item

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

March 4, 2024: Continued PSC #49137-14/15 from the Department of Public Health to the meeting of March 18, 2024, at the request of the department.

March 18, 2024: Adopted the report. Approved PSC #49137-14/15 for a term through June 30, 2025, for \$55M; Need to report back to CSC nine (9) months before expiration; Notify the Office of the Controller and the Office of Contract Administration.

Recommendation: Adopt the report.

(12) Appeal by Andrea Brosnan of the Transportation Director’s determination that there is insufficient evidence to establishing findings of violations of the SFMTA’s EEO Policy. (File No. 0093-24-6) – Action Item

Recommendation: Postpone to a future meeting at the request of the appellant.

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.

(13) Proposed Amendments to Civil Service Commission Rule Series 020 Leaves of Absence. (File No. 0072-24-5) – Action Item

April 15, 2024: Accepted the Executive Officer’s staff report; incorporate any changes made by the Civil Service Commission; and direct the Executive Officer to post the proposed revisions to Civil Service Rules Series 020 Leaves of Absence in accordance with the Charter and Civil Service Rules for adoption following meet and discuss with the affected labor unions and interested stakeholders. Effective after the ten (10) day posting and discussion period.

Recommendation: Accept the Executive Officer’s staff report; incorporate any changes made by the Civil Service Commission and adopt the proposed amendments to Civil Service Commission Rule Series 020 in Volumes I-IV.

(14) Appeal by Patrice Mack of the Human Resources Director’s determination to administratively close Mack’s complaint of harassment. (File No. 0038-24-6) – Action Item**Recommendation of the Human Resources Director:**

Adopt the report, uphold the decision of the Human Resources Director, and deny the appeal by Patrice Mack.

CLOSED SESSION AGENDA

- (15) **Public Comment on all matters pertaining to Items 16, 17, and 18**
- (16) **Vote on whether to hold Items 17 and 18 in closed session. (Action Item)**
- (17) **Request for a Hearing by Marquez Boyd former General Laborer (7514) on Their Future Employment Restrictions with the City and County of San Francisco. (File No. 0124-24-7) – Action Item**

Recommendation of the Human Resources Director:

Uphold Department of Public Works' decision to restrict the future employment of Marguez Boyd with the City and County of San Francisco and deny the appeal.

- (18) **Performance Evaluation – Executive Officer – PERSONNEL EXCEPTION – San Francisco Administrative Code Section 67.10(b) and California Government Code Section 54957 (b)(1). (File No. 0186-24-1) – (Discussion and possible Action)**
- (19) **Reconvene in Open Session. Vote to elect whether to disclose any or all discussions on Item 17 and 18 in closed session (S.F. Admin. Code §67.12 (a)) – Action Item**

Recommendation: Open for discussion.

- (20) **COMMISSIONERS' ANNOUNCEMENTS/REQUESTS**
- (21) **ADJOURNMENT**