



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

**LONDON N. BREED  
MAYOR**

**AGENDA  
Regular Meeting  
July 1, 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 # 2660 173 8732. Instructions for providing remote public comment are below.**

**LISTEN/PUBLIC COMMENT CALL-IN  
USA is (415) 655-0001 | Access Code: # 2660 173 8732  
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](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 meetings use the Civil Service Commission's dedicated public comment line 1-415-655-0001, Access Code # 2660 173 8732.

## Regular Meeting July 1, 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 #**  
**2660 173 8732**

- 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 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 June 17, 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**

**Presentation to Civil Service Commission Regarding Pilot PSC Review Process.  
(File No. 0121-24-1) – Action Item**

**Recommendation:** Adopt the 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. 0120-24-8) – Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
43388-23/24	City Administrator	\$5,000,000	The Fleet Management Division of the General Services Agency requires comprehensive services for emergency and non-emergency hazardous waste management. These services include collecting various used motor oils and industrial wastes and transporting and delivering them for proper recycling, reuse, or disposal at permitted facilities. Services also include responding to hazardous waste emergency spills on an intermittent and as-needed basis.	Regular	06/30/2029
42324-23/24	Human Services	\$3,653,069	The contractor will run the Parenting for Permanency College (PPC) program and provide training and supportive services to resource families. The main objective of these services is to equip resource parents with the knowledge, skills and supports to provide for the emotional, physical, financial, and well-being needs of the children and young adults who are in their care. The trainings will be delivered in collaboration with SFHSA RFA leadership, utilizing best industry practices, and in accordance with the written directives of San Francisco City & County and governing bodies. The four major trainings provided under this contract are: 1) Pre-Service Training, 2) Advanced Training, 3) Train the Trainer, and 4) Substance Abuse/HIV Training. Some of the supportive services include, but not limited to, a mentoring program, coaching sessions, Holiday events in December, and Foster Parent Appreciation events. The term resource family applies to all caregivers who provide out-of-home care for foster children and includes foster parents, adoptive parents, relatives or non-related extended family members.	Regular	06/30/2028
44649-23/24	Human Services	\$2,358,470	Property management and short-term residential counseling services to occupants of a temporary family housing building on Holloway Avenue in San Francisco.	Regular	06/30/2028
45359-23/24	Human Services	\$371,800	The Contractor shall conduct fair hearings for the County Adult Assistance Program (CAAP) and clients served who receive public assistance and who are facing a reduction in their grant amount or a discontinuance of their grant and are requesting a fair hearing. The Contractor shall cover a minimum of four hearing days per month, as directed by the Director of Investigations or his or her designee, based on work flow and number of hearings scheduled by fair hearing staff. The Contractor shall also cover vacation and other leaves by the lead hearing officer, not to exceed an average of 175 hours per quarter. The Contractor shall keep itself fully informed of all applicable laws that govern fair hearings, including State law, sections of the San Francisco Administrative Code (SFAC), case law, and administrative rules and regulations that govern hearings and shall at all times comply the applicable laws. The Contractor shall also conduct hearings, participate in settlement discussions, and write decisions within applicable time frames. In addition, the Contractor will be required to review good cause requests and consult with program staff as needed, as directed by the lead hearing officer.	Regular	06/30/2028
47859-23/24	Treasurer/Tax Collector	\$9,000,000	Custom development of a separate, standalone business tax application that seamlessly integrates with the existing infrastructure and ecosystem.	Regular	07/01/2028

PSC	Department	Amount	Type of Service	Type of Approval	Duration
43546-20/21	Human Services	Current Approved Amount \$520,000 Increase Amount Requested \$405,671 New Total Amount Requested \$925,671	The Contractor shall provide the following parallel services during the term of this contract: A) SafeMeasures; B) Structured Decision Making; C) Ad Hoc Analytics; and D) On-Site training and coaching to FCS staff, supervisors and managers. A. SafeMeasures: The California Department of Social Services provides the Contractor with bi-weekly extracts from the statewide child welfare database. The Contractor conducts an analysis to display the data in tables that are related to the Division 31 Requirements that regulate child welfare operations. The Contractor organizes the data into a user-friendly, point-and-click format that allows managers, supervisors, and child welfare workers to view data by program, by office site, by unit, and by individual. The Contractor is one of two entities who has access to the state's database. SafeMeasures is a tool that supports measurement of both processes and outcomes. B. Structured Decision-Making: The FCS program utilizes an actuarial-based safety assessment tool, Structured Decision-Making (SDM) to improve its understanding of child risk and to improve case decision-making. The Contractor manages the data generated by these assessments and produces an annual management report, which compiles information from child welfare assessments. SDM is a logic tool based on probabilities, statistics, and research on outcomes. C. Ad Hoc Analytics: Using data extracts from SafeMeasures and the Structured Decision-Making tools, the Contractor will provide, on a monthly basis or as requested, ongoing reports related to various outcome measures as identified in the Family and Children Services (FCS) System Improvement Plan, including disproportionality, differential response, standardized assessments, and permanency. The Contractor will also provide comprehensive quarterly reports that include information related to foster care placement patterns, with particular focus on racial disproportion, distance of placement from home, adolescents in placement and length of time in care, children in institutional care, and placement moves. D. On-Site training and coaching to FCS staff, supervisors and managers: The Contractor will provide Safety Organized Practice (SOP) to Domestic Violence (DV) training and coaching for Protective Services Workers, coaches and Protective Service Supervisors. The Contractor will also provide management training for leadership development and implementation of the tools. The training will be conducted in connection with the SDM tool, to teach staff how to apply the material in the evidence-based decision making tool regarding domestic violence and moving it through SOP.	Modification	06/30/2027
44772-20/21	Municipal Transportation Agency	Current Approved Amount \$9,650,000 Increase Amount Requested \$1,750,000 New Total Amount Requested \$11,400,000	Selected contractors will provide specialized, as-needed services for the Sustainable Streets Division (SSD) in the areas of: 1.) Environmental analysis and documentation services (CEQA and NEPA); 2.) Transportation analysis and engineering services; 3.) Transportation data collection and analytics; and 4.) Sustainability data analysis for transportation projects. Work includes analysis of environmental strategy, procedures and level of required review, and preparing/ publishing findings when required by the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA); before and after studies for project implementation, including various modal movement counts; analysis and identification of travel markets, ridership patterns, modal demographics and mode choice, and expertise in applying geospatial analysis techniques to data sets; and drafting design standards and providing design recommendations.	Modification	06/30/2027

PSC	Department	Amount	Type of Service	Type of Approval	Duration
46036-21/22	Municipal Transportation Agency	Current Approved Amount \$360,000,000 Increase Amount Requested \$27,000,000 New Total Amount Requested \$387,000,000	Provide separate professional parking garage operational services for 21 parking facilities organized into two groups as follows: Group A – 9 Facilities (Ellis O’Farrell Garage, Fifth & Mission Garage, Kezar Lot, Mission Bartlett Garage, Moscone Center Garage, 7th & Harrison Lot, Zuckerberg SF General Hospital Garage, 16th & Hoff Garage, Union Square Garage); Group B – 12 Facilities (Japan Center Garage, Civic Center Garage, Golden Gateway Garage, Lombard Garage, North Beach Garage, Performing Arts Garage, Pierce Garage, Polk Bush Garage, Portsmouth Square Garage, St. Mary’s Square Garage, Sutter Stockton Garage, Vallejo Garage). Services include providing qualified and experienced parking personnel for parking operations, customer service, janitorial, maintenance, and security. The Operator shall provide oversight of all aspects of administrative functions including, but not limited to, collection, reconciliation, and deposit of all parking and non-parking revenue; repair and maintenance of facilities and revenue control equipment; compliance with insurance and bond requirements; providing valet or valet-assist parking services, as needed, during special events. The term is for just under five years, thereafter on a month-to-month basis, not to exceed 48 months. The amount of \$200 million represents the total operating expenses projected at all 21 garages over the nearly five-year period starting on February 1, 2023, and ending on January 15, 2028. <b>Scope Change:</b> Addition of one new parking facility (Music Concourse Garage) to the Group B garage-management contract.	Modification	01/15/2028
47099-20/21	Municipal Transportation Agency	Current Approved Amount \$12,033,750 Increase Amount Requested \$2,268,750 New Total Amount Requested \$14,312,500	Selected contractors will provide specialized, as-needed services to engage the public on transportation projects. This will include services such as, designing strategies and approaches that enable diverse, culturally competent public participation, arranging public events and meetings, facilitating focus groups, and compiling notes and records for follow-up and documentation; while conforming to The San Francisco Municipal Transportation Agency’s (SFMTA) established standards for conducting public outreach and engagement on its capital projects and programs.	Modification	06/30/2027
41908-23/24	Port	Current Approved Amount \$12,000,000 Increase Amount Requested \$11,000,000 New Total Amount Requested \$23,000,000	Conceptual engineering and design for 4 different contracts for specific locations along the waterfront.	Modification	09/30/2031  <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i>
45683-19/20	Public Works	Current Approved Amount \$4,193,000 Increase Amount Requested \$578,000 New Total Amount Requested \$4,771,000	Provide technical assistance on how to structure a Public Private Partnership (P3) project, which involves the joint development of a public asset (building) and private asset (private development), all performed under one Developer Agreement. This will include advising on the procurement strategy, assisting with terms of the Development Agreement, Exclusive Negotiating Agreements, and the long-term lease. Will integrate all financial and legal aspects of the Development Agreement into the technical and commercial terms of the construction and maintenance support services of the public and private assets.	Modification	06/30/2026
32406-18/19	Treasurer/Tax Collector	Current Approved Amount \$500,000 Increase Amount Requested \$0 New Total Amount Requested \$500,000	The Office of the Treasurer & Tax Collector requires fiscal sponsor services to facilitate grant fundraising for its Office of Financial Empowerment (OFE) and Financial Justice Project (FJP). The OFE and FJP receive private grants to fulfill their respective missions. OFE’s mission is to leverage the power of City Hall to strengthen the economic security and mobility of low income families. FJP’s mission is to assess and reform how fees and fines impact the City’s most vulnerable residents. The role of the fiscal sponsor, as an independent nonprofit organization, is primarily to receive funds from philanthropic sources on behalf of OFE and FJP and secondarily to disburse funds on behalf of OFE and FJP on a case-by-case basis. Funds received are from philanthropic sources that are unwilling or unable to provide donations directly to the City but are able to make donations to a non-profit fiscal sponsor on behalf of OFE and FJP.	Modification	06/30/2027



**(7) Continued****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 Changes to Civil Service Commission Rules: 102, 202, and 302 Definitions; 109, 209, and 309 Position Classification; 114, 214, and 314 Appointments; 120, 220, and 320 Leaves of Absence; 121, 221, and 321 Layoffs to Modernize and Expedite Hiring. (File No. 0200-23-5) – Action Item**

**October 2, 2023** Continue to the meeting of October 16, 2023, directed DHR to incorporate the changes Vice President Favetti proposed and for the Municipal Transportation Agency to present Volume IV proposed rule changes and incorporate the changes Vice President Favetti. Append Vice President Favetti's changes to the minutes.

**October 16, 2023:** Accepted the report and post proposed amended Rules.

**Recommendation:** Adopt the report. Adopt the proposed Rule amendments to Rules 02 Series; 09 Series; 014 Series; 020 Series; and 021 Series.

**(9) Proposed Amendments to Civil Service Commission Rules: 113, 213, and 313 Certification of Eligibles to Modernize and Expedite Hiring. (File No. 0201-23-5) – Action Item**

**October 2, 2023** Continue to the meeting of October 16, 2023, directed DHR to incorporate the changes Vice President Favetti proposed and for the Municipal Transportation Agency to present Volume IV proposed rule changes and incorporate the changes Vice President Favetti. Append Vice President Favetti's changes to the minutes.

**October 16, 2023:** Accepted the report and post proposed amended Rules.

**Recommendation:** Adopt the report. Adopt the proposed Rule amendments to Rules 013 Series.

**(10) Proposed Changes to Civil Service Commission Rules: 402 Definitions; 409 Position Classification; 414 Appointments; 420 Leaves of Absence; 421 Layoffs to Modernize and Expedite Hiring. (File No. 0209-23-5) – Action Item**

**October 16, 2023:** Accepted the report and post proposed amended Rules.

**Recommendation:** Adopt the report. Adopt the proposed Rule amendments to Rules 402; 409; 414; 420; and 421.

- (11) **Proposed Amendments to Civil Service Commission Rules: 413 Certification of Eligibles to Modernize and Expedite Hiring. (File No. 0210-23-5) – Action Item**

**October 16, 2023:** Accepted the report and post proposed amended Rules.

**Recommendation:** Adopt the report. Adopt the proposed Rule amendments to Rules 413.

- (12) **Proposed Changes to Civil Service Commission Rules: 213 Certification of Eligibles – Police Department and 313 Certification of Eligibles – Fire Department (Secondary Criteria) to Create Efficiencies and Reduce Time-to-Hire. (File No. 0013-24-5) – Action Item**

**January 30, 2024:** Accepted the report; Post proposed amended Rules.

**Recommendation:** Adopt the report. Adopt the proposed Rule amendments to Rules 213 and 313 – Secondary Criteria.

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

- (14) **ADJOURNMENT**