



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

**LONDON N. BREED
MAYOR**

**MINUTES
Special Meeting
January 25, 2023**

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

This meeting will be held in person at the location listed above. As authorized by California Government Code Section 54953(e) and Mayor Breed's 45th Supplement to her February 25, 2020, emergency proclamation, it is possible that some members of the Civil Service Commission may attend this meeting remotely. In that event, those members will participate and vote by video. 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 # 2492 959 8772. Instructions for providing remote public comment are below.

**LISTEN/PUBLIC COMMENT CALL-IN
USA is (415) 655-0001 | Access Code: 2492 959 8772 # #**

LONDON N. BREED, MAYOR

COMMISSIONERS

JACQUELINE MINOR

President

KATE FAVETTI

Vice President

DOUGLAS CHAN

F.X. CROWLEY

ELIZABETH SALVESON

SANDRA ENG

Executive Officer

The public is encouraged to submit comments in advance of the meeting by email at civilservice@sfgov.org, or by voicemail message at the CSC Office main line at 628-652-1100. Comments submitted by 5:00 pm the Friday before the meeting will be included in the record. During commission meeting use the Civil Service Commission's dedicated public comment line 1-415-655-0001, Access Code 2492 959 8772.

CALL TO ORDER

1:06 p.m.

ROLL CALL

President Jacqueline P. Minor	Present
Vice President Kate Favetti	Present
Commissioner Douglas S. Chan	Present
Commissioner F. X. Crowley	Present
Commissioner Elizabeth Salvesson	Present (Arrived at 1:20 p.m.)

Commissioner Jacqueline P. Minor presided

0017-23-1 Resolution Making Findings to Allow Teleconferenced Meetings Under California Government Code Section 54953(E). (Item No. 9)

Action: Adopted the report. (Vote of 4 to 0)

REQUEST TO SPEAK ON ANY MATTER WITHIN THE JURISDICTION OF THE CIVIL SERVICE COMMISSION BUT NOT APPEARING ON TODAY'S AGENDA (Item No. 3)

Mike Carrasco and Chris Carrasco spoke about Chris being employed but not being able to get work hours.

APPROVAL OF MINUTES (Item No. 4)

Regular Meeting of December 19, 2022 – 2:00 p.m.

Action: Adopted the Minutes. (Vote of 5 to 0)

ANNOUNCEMENTS (Item No. 5)

Sandra Eng, Executive Officer announced that: 1) Item 10 Appeal by Bryan Salotti has been postponed to a future meeting; and 2) Item 11 Appeal by Brenda Virella-Vazquez has been postponed to the meeting of February 6, 2023.

HUMAN RESOURCES DIRECTOR'S REPORT (Item No. 6)

None.

0252-22-1 EXECUTIVE OFFICER’S REPORT

Fiscal Years 2023-25 Mayor’s Budget Instructions and Department Budget Preparation. (Item No. 7)

December 19, 2022: Directed Commission staff to prepare Fiscal Years 2023-25 Budget Request to maintain adequate staffing levels to meet current service needs and with a contingency for possible changes in FY 2023-25 in the hearing of appeals regarding discrimination matters; continue to negotiate amounts; present budget request at the Commission meeting of January 25, 2023; incorporate changes made by the Commission up to the Budget Request submission deadline; and approve to submit the Fiscal Years 2023-25 Budget Request to the Controller and the Office of the Mayor by February 21, 2023.

Speakers: Lavena Holmes, Deputy Director
Sandra Eng, Executive Officer

Action: Directed the Executive Officer to continue to negotiate with the Office of the Mayor and the Controller to ensure that every attempt is made to meet the Mayor’s targets while ensuring Commission’s budget sufficiently supports anticipated service and staff with a contingency for potential changes in FY 2023-25 after further discussions concerning the hearing of appeals regarding discrimination matters and to continue its Charter mandated functions. In addition, finalize the Fiscal Years 2023-25 Budget Request; incorporate changes made by the Commission and submit the Fiscal Years 2023-25 Budget Request to the Controller and the Mayor by February 21, 2023. (Vote of 5 to 0)

0018-23-8 Review of Request for Approval of Proposed Personal Services Contracts. (Item No. 8)

PSC	Department	Amount	Type of Service	Type of Approval	Duration
41624-22/23	City Administrator	\$150,500	The Real Estate Division (“RED”) is seeking services for maintenance and expansion services pertaining to an existing, standardized with one manufacturer Access Control system (“ACS”) in use at properties under RED’s purview (1 Dr. Carlton B. Goodlett Pl.– San Francisco City Hall, 25 Van Ness, 1 South Van Ness, 25 Van Ness, 49 South Van Ness, 1650 Mission, 850 Bryant, 1419 Bryant, 555 Selby, 450 Toland, 1 Newhall, and any existing installations transferred to RED’s management.). The security system (software, door contacts, card readers, request to exit sensors, locks, control panels, reader boards, licenses and add-ons, power supplies for door hardware, duress buttons, door release buttons, and two-way audio/video IP based intercom systems) incorporates thousands of devices connected to centralized controllers and a server, all of which are installed and programmed by the vendor.	Regular	1/29/2026

PSC	Department	Amount	Type of Service	Type of Approval	Duration
46581-22/23	City Administrator	\$3,250,000	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.	Regular	1/8/2028
45815-22/23	Department of Emergency Management	\$125,278	Selected contractor shall provide the City with a Trend Miro Tipping point device 1) Work with the Department of Emergency Management (DEM) to rack and stack the appliance at 1001 Turk Street, San Francisco in the Data Center 2) Work with DEM to provide Network Connectivity 3) Configure the appliance software for best practice 4) Work with DEM to create runbook for known threats 5) Work with DEM to integrate reporting to VisionOne 6) Work with DEM to valid test threat and isolation 1. WARRANTY 3y warranty included in the quote for hardware and software 2. MAINTENANCE 3y maintenance included in the quote	Regular	12/1/2025
49532-22/23	Fire	\$2,500,000	Perform physical fitness evaluations on new hires and current uniformed Fire Department personnel, including coronary risk factor evaluations, cardiovascular examinations, and laboratory testing.	Regular	12/31/2027
36795-22/23	Mayor	\$5,000,000	Strategic Planning - Strategic planning and community engagement services, including survey and other data collection tool development, communications and outreach strategy development and execution, data, policy and research analysis, and report writing and compilation. Program Evaluation – Firm will continue the work of strategic planning of creating departmental and divisional evaluation plans aimed at assessing and further developing 1) an evaluation framework, and structure; 2) community-informed indicators; 2) a department-wide standard monitoring progress system; and 3) a dissemination plan to key stakeholders. Graphic Design/Editing – Graphic design/editing on plans, reports, and presentations for MOHCD and its grantees.	Regular	12/31/2028
43437-22/23	Municipal Transportation Agency	\$128,100	A local non-profit organization was approved as part of our application to the California Air Resources Board (CARB) to provide work as part of the state-funded Bayview Community Shuttle Project. The scope of work includes: • Conduct engagement and promotion activities to local residents of Bayview-Hunters Point to recruit participants for workforce training programs to be employed as drivers for the Bayview Community Shuttle • Provide quarterly reports on staff activities and outcomes for recruited workforce training participants	Regular	6/30/2026
48151-22/23	Municipal Transportation Agency	\$1,500,000	San Francisco Municipal Transportation Agency (SFMTA) Youth Internship Program is both a summer and year-round internship program established to provide professional guidance in a work experience set within the SFMTA to motivate students to continue their education so they may seek employment opportunities in the municipal transportation sector or other highly disciplined career fields. Students selected for the program demonstrate an ability and interest in professional careers such as transportation, planning, IT, communications/marketing, finance, engineering, and mechanical sciences. The consultant will manage the program and advance funds for all student interns' salaries and program enrichment activities.	Regular	5/31/2027

PSC	Department	Amount	Type of Service	Type of Approval	Duration
48201-22/23	Municipal Transportation Agency	\$1,500,000	The contractor will provide Certified Designated Under-ground Storage Tank (UST) Operator and Licensed UST Technician services such as the required monthly, annual and tri-annual testing for forty-four (44) underground and above-ground storage tanks located at seven (7) Divisions/locations that comprise the San Francisco Municipal Transportation Agency (SFMTA) fuel storage tank system. This service includes troubleshooting, repairs, modifications, and replacement or updating of equipment. The contractor will ensure compliance with all applicable Federal, State and Local codes and regulations. The contractor will provide an annual educational session on the related regulations for the SFMTA maintenance staff.	Regular	10/1/2028
48672-22/23	Municipal Transportation Agency	\$411,600	A local non-profit organization was approved as part of our application to the California Air Resources Board (CARB) to provide work as part of the state-funded Bayview Community Shuttle Project. The scope of work includes: <ul style="list-style-type: none"> • Convene Workforce Development Project Committee • Recruit and provide training to local residents of Bayview-Hunters Point to be employed as drivers for the Bayview Community Shuttle • Design and Implement an Occupational Skills Training curriculum for Class C Driver Training • Create and Maintain individual case files to track measured outcomes for enrolled participants 	Regular	6/30/2026
48705-22/23	Municipal Transportation Agency	\$2,000,000	The proposed work is to provide professional services including but not limited to: preparing technical specifications and developing Job Order Contract System Unit Price Books (JOC UPB) containing 150,000-200,000 items of work; training staff and contractors for an SFMTA customized JOC system; and providing proprietary software and management tools to administer the SFMTA's JOC program. This consultant contract is performance-based, and fees are paid as percentages of actual construction task orders issued after the master construction contracts are awarded.	Regular	12/1/2027
43097-21/22	Department of Public Health	\$3,000,000	Selected suppliers will act as a gateway for credit card payment on a separate and secure external web server that redirects credit card information to a secure processing site. In addition, the selected suppliers may provide, either through rental or leasing, Payment Card Industry (PCI) compliant Point of Sale (POS) credit card terminals as well as a fully PCI compliant gateway service.	Regular	12/31/2028
41894-22/23	Public Utilities Commission	\$2,750,000	The purpose of this contract is to provide Preventive Maintenance, Inspection and As-Needed Repair Services for the three Caterpillar Flywheel UPS units Model # 1200S units at the Tesla UV Treatment Facility. The work includes: Level 1 PM (General and System Visual Inspections), Level 2 PM (General and System Visual Inspections and Checks), Air Filters Cleaning, Vacuum Pump Oil Change, Bearing Replacement, Controller Board Battery Replacement, Capacitors Replacement, Cable and Bus Connections Check	Regular	6/28/2030

PSC	Department	Amount	Type of Service	Type of Approval	Duration
44897-22/23	Public Utilities Commission	\$2,875,000	The City Distribution Division (CDD) of the San Francisco Utilities Commission (SFPUC) is responsible for the operation, maintenance and repair of the City's potable water distribution system, as well as the Auxiliary Water Supply System (AWSS), a high-pressure water supply system dedicated to firefighting. CDD is requesting the authority to hire security guards to be located at our 1990 Newcomb Avenue facility (1 guard) and 2000 Marin Street site of a future headquarters for CDD (1 guard on day shift, 2 on swing and 2 on graveyard shift). The security guard will screen and verify authorization of personnel entering the facility which will include employees, consultants, vendors delivering materials and supplies and personnel from other City departments coordinating work with CDD. The security guard will keep records of nonemployees entering the facility and any observed abnormal occurrences. The guard will also communicate with the CDD Dispatcher and/or 911 Dispatch to report any immediate life safety concerns. The security guard is necessary to ensure the safety of employees and visitors and to safeguard the materials and supplies located within the facilities boundaries and to prevent vandalism to the sites and existing buildings.	Regular	12/31/2026
47463-22/23	Public Utilities Commission	\$1,500,000	The purpose of this contract is to provide Preventive Maintenance, Inspection and As-Needed Repair Services of multiple Standby Generators throughout the City and County of San Francisco Public Utilities Commission, Water Supply and Treatment Division (SFPUC-WST) facilities. Work will entail replacing oil, oil filters, and coolant, troubleshooting, load testing, repairs of oil leaks, coolant leaks, exhaust leaks, tune ups, inspections, calibrations and emergency service.	Regular	12/31/2028
40957-22/23	Public Works	\$5,000,000	The primary scope of service will include the following: evaluate specialized or untried equipment, provide cleaning personnel for special events, conduct special cleaning services, steam clean, power wash, conduct neighborhood cleaning projects, abate graffiti, weed or maintain plants above or outside of the Bureau's routine operating responsibilities, and/or conduct pilot cleaning programs that affect both public and private properties. Not to exceed 10 percent in services for the duration of the contract, may also include the ability to organize community support, prepare educational or outreach materials, assist in developing and conducting outreach and education efforts, conduct neighborhood cleaning projects, organize community interest in establishment of Business Neighborhood Improvement Districts (BID/NID), and/or survey public opinion or conduct focus groups.	Regular	6/3/2026
43240-22/23	Public Works	\$1,600,000	Provide specialized services in Lighting Design to support Public Works' design staff on an as-needed basis. The Consultants will provide expert lighting consultation services to ensure that our projects achieve the highest quality in lighting design.	Regular	11/5/2029
47163-22/23	Public Works	\$3,600,000	The Consultants will provide as-needed environmental, scientific and laboratory consultation services to provide rapid and cost effective resolution of environmental issues encountered in maintenance dredging, dredge spoil disposal, hydrographic survey and coastal engineering. Consultants will review project plans, perform field surveys and sampling activities, perform specialized laboratory analyses, develop reports and assist in regulatory negotiations. Individual Contract Service Orders (CSO's) will define job/task specific scopes of work.	Regular	12/31/2029

PSC	Department	Amount	Type of Service	Type of Approval	Duration
45946-22/23	Technology	\$5,000,000	<p>The Unified Enterprise Support Services is a Microsoft offering that includes a comprehensive set of services to help the City with any issues arising with the use of Microsoft licenses. The set of services includes prioritized 24x7 problem resolution for issues that may arise in the City's daily use of their products. Microsoft employees will provide root-cause analysis, technical support, and escalation management (if needed) for all reported incidents and will oversee cases until completely resolved. These services are provided by Microsoft employees remotely, and includes either phone and/or web-based technical support in the form of advice and guidance, as well as troubleshooting specific problems, error messages or functionality for products that are not working as intended.</p> <p>The Unified Enterprise Support Services also includes service delivery management, whereby Microsoft employees will field inquiries from any of the 50+ City departments regarding product access, functionality and available security upgrades. This service will aid the City in optimizing the full capabilities of the Microsoft products.</p> <p>The cost for this offering is based on a percentage of the City's total Microsoft spend in the prior 12 months. This program will provide the City with Microsoft Technical Account Managers and engineers who will assist City Staff in implementing Microsoft software products and work with City Staff to maximize the efficiency and deployment of Microsoft Products. These services require technical expertise and knowledge of proprietary Microsoft software products that City Staff do not have. City employees do not have Enterprise level Microsoft deployment rights, access from an architectural level, or access to source code which are required to perform these functions.</p> <p>In addition to the above, the new enterprise agreement (EA) will allow for the procurement of consulting services on an as needed basis. Consulting services range from digital transformation design, planning and implementation, to cyber security services such as threat/vulnerability mitigation and identity/access control. Any department who wishes to retain Microsoft for such services will be able to do so through the Citywide EA.</p>	Regular	4/30/2026
46561-22/23	Technology	\$5,200,000	<p>The purpose of this enterprise agreement is to purchase 3 major categories of subscription software from Adobe on a firm fixed price basis for the entire city for a base term of 3 years: 1.) desktop Adobe Acrobat DC with cloud storage turned off and 2.) Creative Cloud license + various Creative Single apps with cloud storage and 3.) proprietary software support.</p> <p>IN 2020, after a public bid, DT awarded this 5-year agreement for Adobe software to an Adobe reseller, Bridge Micro, who also happens to be a City-certified local business enterprise. This citywide purchase includes proprietary software support. In CY2020, CSC did not impose a requirement that proprietary software support was subject to CSC review and approval.</p> <p>To the extent that proprietary software support is now subject to CSC review and approval, DT is seeking CSC Approval at this time for the entire 5-year contract value.</p>	Regular	8/27/2025

PSC	Department	Amount	Type of Service	Type of Approval	Duration
48036-21/22	Airport	Current Approved Amount \$5,000,000 Increase Amount Requested \$4,000,000 New Total Amount Requested \$9,000,000	Contractor will provide the engineering conceptual design to upgrade the San Francisco International Airport's (Airport) two main 115 kilo volt (kV) electrical substations to improve redundancy for power scenarios outside normal operations and increase capacity to meet the anticipated electrical capacity demand growth. The transformers are owned by the San Francisco Public Utilities Commission (SFPUC), and SFPUC Power Enterprise is funding 80% of the proposed work. The proposed work includes: 1) specialized design on 115kV high voltage and 12kV medium voltage electrical systems, 2) provide expertise in the regulations, policies, procedures, and standards of Federal Energy Regulatory Commission (FERC), California Independent System Operator (CAISO) and 3) develop conceptual design alternatives that will be then selected for project environmental review and clearance.	Modification	12/31/2025
45869-19/20	City Administrator	Current Approved Amount \$750,000 Increase Amount Requested \$1,250,000 New Total Amount Requested \$2,000,000	The Contractor will provide as needed maintenance services on city-owned vehicle service equipment on two new City fleet maintenance facilities: 555 Selby Street and 450 Toland Street, San Francisco.	Modification	4/30/2026
41849-20/21	Public Health	Current Approved Amount \$1,500,000 Increase Amount Requested \$1,000,000 New Total Amount Requested \$2,500,000	In March 2020, OCA commenced to procure bulk Personal Protective Equipment (PPE) and other scarce resources on behalf of 60+ City departments, including DPH. This inventory was procured under the City's February 25, 2020 COVID-19 Declared COVID Emergency and was used by City to respond to the pandemic. Since then, over 90 million pieces of PPE has been procured by OCA. Until now, the COVID-response inventory has been stored at Moscone Center where Disaster Service Workers (DSWs) manage it and distribute it citywide as part of the COVID Command Center (CCC) and Department of Public Health (DPH) to respond to the pandemic. However, beginning July 1, 2021, CCC and DPH must vacate Moscone Center. Despite efforts by City's Department of Real Estate to secure warehousing space, City was not able to find the adequate space required to manage its inventory. Consequently, on March 12, 2021, the City's Office of Contract Administration (OCA) issued an emergency solicitation to 3rd Party Warehousing and Logistics ("3PL") providers in the Bay Area. On or about April 8, 2020, CCC and DPH selected Pacful Inc., the lowest responsive bidder. The proposed contract (Contract ID 1000021358) will be for a period of 1 year, with an option to renew for one additional year. The purpose of this contract is to secure warehousing and logistical services for managing CCC's and DPH's COVID response inventory for the duration of the pandemic. These storage and delivery services are critical to CCC and DPH being able to continue their response to the pandemic. Additionally, the contract will allow City to remove its remaining COVID-response inventory out of Moscone Center, something it must begin to plan and execute immediately to meet a June 30, 2021 deadline.	Modification	4/30/2024
43440-16/17	Public Health	Current Approved Amount \$1,800,000 Increase Amount Requested \$2,000,000 New Total Amount Requested \$3,800,000	The contractor will provide access to web-based software to be used at the Zuckerberg San Francisco General (ZSFG) hospital pharmacy and its satellite and contracted pharmacies to track, report and inventory for drug replenishment activities under the federal 340B Drug Pricing program. The 340B Drug Pricing Program is a federal program which requires drug manufacturers to provide outpatient drugs to eligible health care organizations-- "covered entities" -- at significantly reduced prices, enabling covered entities to stretch federal resources much further, reaching more eligible patients and providing more comprehensive services.	Modification	12/31/2027

PSC	Department	Amount	Type of Service	Type of Approval	Duration
31109-20/21	Public Library	Current Approved Amount \$90,000 Increase Amount Requested \$136,000 New Total Amount Requested \$226,000	Vendor is to provide cash/coin collection services for SFPL Library System's TBS-900 Kiosk public printing vend units. The vendor's exclusive northern California subcontractor will collect all cash/coin from the proprietary TBS-900 Kiosks at the Main Library and each branch location. The collected cash and coins will be delivered on a weekly basis, to the SFPL Finance Department (located at main library). The cash/coin will be separated by location in individual bags and accompanied by a report to provide audit information.	Modification	9/30/2026

Speakers: Mark Corso, Fire Department spoke on 49532-22/23
David Agam, Public Utilities Commission spoke on 41894-22/23

Action:

- 1) Continued PSC #49532-22/23 from the Fire Department to a future meeting. (Vote of 5 to 0)
- 2) Approved PSC #s 41894-22/23 from the Public Utilities Commission with the condition to report back at year four (4). (Vote of 5 to 0)
- 3) Adopted the report. Approved the remaining requests for proposed Personal Services Contract; Notify the Office of the Controller and the Office of Contract Administration. (Vote of 5 to 0)

0019-23-8 Progress Report on PSC No. 43672-18/19 with the Municipal Transportation Agency. (Item No. 9)

Speakers: Enoch Chu, Municipal Transportation Agency

Public Comment: Osha Ashworth, IBEW Local 6

John Doherty, IBEW Local 6

Action: Accepted progress report and report back in one (1) year. (Vote of 5 to 0)

0103-22-4 Appeal of Rejection of Application by Bryan Salotti for 7380 Electrical Transit Mechanic, Assistant Supervisor (CBT-7380-T00035). (Item No. 10)

Speakers: None.

Action: Postponed to a future meeting at the request of the appellant. (Vote of 5 to 0)

0239-22-4 Appeal by Brenda Virella-Vazquez of the 48th Supplement 2908 Senior Hospital Eligibility Worker Job Announcement (CBT-2908-E10138). (Item No. 11)

Speakers: None.

Action: Postponed to the meeting of February 6, 2023, at the request of the appellant. (Vote of 5 to 0)

0255-22-5 Proposed Changes to Civil Service Commission Rules: 102, 202, and 302 Definitions; 110, 210, and 310 Examination Announcements and Applicants; 111, 211, and 311 Examinations; 111A Position-Based Testing; 112, 212, and 312 Eligible Lists; and 113, 213, and 313 Certification of Eligibles to Modernize and Expedite Hiring. (Item No. 12)

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

Speakers: Kate Howard, Department of Human Resources
William Miles III, Municipal Transportation Agency
Sandra Eng, Executive Officer
Dave Johnson, Department of Human Resources

Public Comment: Cheryl Thornton
Jesse Stanton
Mirna Palma, Human Services Agency
Margot Reed, Municipal Transportation Agency

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

Sections:

- On title page of Rule Series 2 retitle Section 02.4.1 from “City Website” to “Employment Opportunity Website;” within Rule 02.4.1, change title to “Employment Opportunity Website”
- 110.3: To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by the labor market to the means for receiving timely notification.”
- 111.13. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”
- 111.15.1. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”
- 111.30. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”
- 111A.22.1. To the list of factors to be considered by the Human Resources Director, add the following factor: “extent of access by candidates to the means for receiving timely notification.”

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

(Vote of 5 to 0)

0256-22-5 Proposed Amendments to Civil Service Commission Rules: 402 Definitions; 410 Examination Announcements and Applicants; 411 Examinations; 411A Position-Based Testing for MTA Service-Critical Positions or Classes; 412 Eligible Lists; and 413 Certification of Eligibles to Modernize and Expedite Hiring. (Item No. 13)

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

Speakers: Kate Howard, Department of Human Resources
William Miles III, Municipal Transportation Agency
Sandra Eng, Executive Officer
Dave Johnson, Department of Human Resources

Public Comment: Cheryl Thornton
Jesse Stanton
Mirna Palma, Human Services Agency
Margot Reed, Municipal Transportation Agency

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

Sections:

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

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

(Vote of 5 to 0)

COMMISSIONERS’ ANNOUNCEMENTS/REQUESTS (Item No. 14)

Vice President Favetti requested a briefing on the declaration ending the health emergency, Director Eng responded, it will be on the agenda the 6th of February.

ADJOURNMENT (Item No. 15)

3:51 p.m.