

CITY OF NEWPORT BEACH CIVIL SERVICE BOARD MINUTES

Council Chambers
100 Civic Center Drive
Monday, January 6, 2025
Regular Meeting
5:00 p.m.

I. CALL MEETING TO ORDER

Chair Paul Meyer called the meeting to order at 5:00 p.m.

II. ROLL CALL

Civil Service Board Members:

Paul Meyer, Chair
Brian Moore, Vice Chair
Michael Denner, Board Member
Howard Herzog, Board Member
Sharon Wood, Board Member

Staff Members:

Barbara J. Salvini, Human Resources Director
Tosha Arellano, Senior Human Resources Analyst
Christopher Sorich, Deputy City Attorney
Tawny DeAnda, Administrative Assistant to the HR Director

III. FLAG SALUTE – Board Member Michael Denner

IV. PUBLIC COMMENTS

None.

V. CONSENT CALENDAR

1. APPROVAL OF CIVIL SERVICE BOARD MEETING MINUTES

A. APPROVAL OF MINUTES FOR THE DECEMBER 2, 2024, REGULAR MEETING

Waive reading of the subject Minutes, approve as written and order filed.

Motion made by Board Member Wood and seconded by Board Member Herzog to approve the Minutes for the December 2, 2024, regular meeting. Motion carried 5-0-0-0.

AYES: Denner, Herzog, Moore, Wood, Meyer
NOES: None
ABSTAIN: None
ABSENT: None

VI. CURRENT BUSINESS

2. ORAL REPORTS

A. CITY-WIDE AND HUMAN RESOURCES MATTERS – Tosha Arellano, Senior Human Resources Analyst

Senior Human Resources Analyst Tosha Arellano reported:

- Human Resources is welcoming new University of California, Irvine College Intern Ximena Castellan and Management Fellow Sabrina Mesropian to the department
- Employee training opportunity on Managing Stress will be held on January 22, 2025
- Open Recruitment
 - Full Time: Police Civilian Custody Supervisor, Police Community Services Officer, Police Officer – Lateral, Police Officer Recruit & Academy Graduate/Academy Enrolled
 - Part Time: Assistant Recreation Coordinator, Library Page, Lifeguard Trainee, Senior Recreation Leader

B. FIRE DEPARTMENT MATTERS – Adam Novak, Fire Battalion Chief

Fire Battalion Chief Adam Novak reported:

- Lifeguards
 - Statistics
 - Public Contacts: 620
 - Public Assists: 17
 - Animal Warnings: 138
 - Code Enforcements: 6
 - Boat Assists: 7
 - Medical Aids: 3
 - Preventative Actions: 106
 - Rescue: 1
 - First Aids: 12
 - Stingray Wounds: 12
 - Foster Hoose has been promoted to lifeguard officer
 - Lifeguards assisted the boat parade with two lifeguards in a rescue boat with no significant water rescues
- Fire Operations
 - Statistics for 2024
 - Fires: 313
 - Emergency Medical Services (EMS): 10,659
 - Service: 1,053
 - Other: 1,746
 - Total calls: 13,882
 - Statistics for December 2024
 - Fires: 32
 - Service: 115
 - EMS: 943

- Other: 133
- Total Calls: 1,235
- Three fire engines were sent to Fullerton and surrounding cities to help with the Fullerton airplane crash
- Mike Mullen and Edward Wick both retired in December 2024, both with over 30 years of service
- Interviews were recently held for department assistant and lifeguard officer
- Fire Santa Program was a success and raised over \$10,000 for a family
- Captain Prep Workshop was held for 20 inspiring captains with the promotional exam scheduled for February 2024

C. POLICE DEPARTMENT MATTERS – Jonathan Stafford, Deputy Director of Police Services

Deputy Director of Police Services Jonathan Stafford reported:

- Retirements
 - Chief Cartwright retired from his position of police chief
 - Timothy Stewart retired after 37 years
 - Lisa Newman retired after 34 years
- Deputy Chief Dave Miner is the acting chief of police
- Promotion and Swearing-In Ceremony
 - Held on Monday, December 9, 2024, with two Community Service Officers (CSO) promoted to Animal Control Officer and Civilian Investigator
 - Swore in five laterals and three CSO's
 - The next Promotion and Swearing-In Ceremony will be held on Monday, January 27, 2025, at 10:00 a.m. in the Community Room
- Hiring/Training Update
 - Four laterals and several recruits are in the hiring process
 - Six recruits are currently in the Orange County Sheriff's Academy
 - Two additional recruits have been hired and are awaiting academy in January
 - Six officers are in training in the Field Officer Training Program and one lateral is now working solo
- In December 2024, Computer Automated Dispatch (CAD) events totaled 7,066, a decrease from 8,151 CAD events in December 2023.
- Annual Crime Stats for 2024 (through December 29, 2024)
 - Total Crime was down 2.3 percent
 - Person Crimes were up one percent
 - Society Crimes were up by 25.2 percent
 - Largely due to proactive narcotics arrests (+269)
 - Property Crime was down 13.2 percent, or 361 incidents
 - Significant decreases in burglary, theft/larceny, and vandalism

In response to Board Member Herzog's inquiry, Deputy Director of Police Services Jonathan Stafford stated it is too early to talk about trends regarding burglary but confirms there has been an increase in recent burglaries, which may be a result of burglary theft rings. New police technology initiatives are helping with identifying burglary suspects.

VII. CIVIL SERVICE BOARD ANNOUNCEMENTS OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEM)

VIII. ADJOURNMENT

There being no further business to come before the Civil Service Board, the meeting was adjourned at 5:12 p.m.

The agenda for the Regular Meeting was posted on Thursday, January 2, 2025, before 5:00 p.m., on the City's website, public counter in the Human Resources Department (Bay A2) and in the Meeting Agenda Binder located in the entrance of the City Council Chambers at 100 Civic Center Drive.

Prepared by:

Tawny DeAnda, Administrative Assistant to the Human Resources Director
City of Newport Beach

Approved by:

Paul Meyer, Chair
Civil Service Board 2024/2025