

CITY OF NEWPORT BEACH CIVIL SERVICE BOARD MINUTES

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

I. CALL MEETING TO ORDER

Chair 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:

Sarah Rodriguez, Deputy Director of Human Resources
Joseph Meeks, Deputy City Attorney
Tawny DeAnda, Administrative Assistant to the Human Resources Director

III. FLAG SALUTE – Board Member Moore

IV. CHAIR/VICE CHAIR ELECTIONS FOR 2025/2026

Chair Meyer nominated Vice Chair Moore for the office of Chair.

Motion made by Board Member Wood, seconded by Board Member Denner, to close nominations. Motion carried 5-0-0-0.

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

Vice Chair Moore was unanimously elected Chair of the Civil Service Board.

Chair Meyer nominated Board Member Denner for the office of Vice Chair.

Motion made by Board Member Wood, seconded by Chair Meyer, to close nominations. Motion carried 5-0-0-0.

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

Board Member Denner was unanimously elected Vice Chair of the Civil Service Board.

V. PUBLIC COMMENTS

None.

VI. CONSENT CALENDAR

1. APPROVAL OF CIVIL SERVICE BOARD MEETING MINUTES

A. APPROVAL OF MINUTES FOR THE AUGUST 28, 2025, SPECIAL MEETING

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

Motion made by Board Member Wood and seconded by Board Member Herzog to approve the Minutes as written for the August 28, 2025, special meeting. Motion carried 5-0-0-0.

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

VII. CURRENT BUSINESS

2. ORAL REPORTS

A. CITY-WIDE AND HUMAN RESOURCES MATTERS – Sarah Rodriguez, Deputy Director of Human Resources

Deputy Director of Human Resources Sarah Rodriguez reported:

- The Employee Health Fair took place on October 1; there were approximately 38 vendors and about 400 employees that attended
- Open enrollment for City employees is underway and will continue through October 10
- Human Resources will provide an overview of the department before participants of the Distinguished Citizen Program on October 15
- Senior Police Mechanic Steven Green retired on September 30 with 35 years of service
- Employee Training Opportunities
 - Relationship Intelligence & Interpersonal Communication will be held on October 9
- Open Recruitments

- Full Time: Buyer, Paralegal, Police Animal Control Officer, Police Dispatcher – FT/PT, Police Officer – Lateral, Police Officer – Recruit & Academy Graduate/Academy Enrolled, Public Works Crew Chief, Recreation Supervisor, Transportation Manager/City Traffic Engineer
- Part Time: Assistant Recreation Coordinator, Fire Support Services Aide, Library Assistant, Maintenance Worker, Senior Recreation Leader

B. FIRE DEPARTMENT MATTERS – Fire Captain James Strack

Fire Captain James Strack reported:

- Lifeguards
 - September statistics
 - Public Contacts: 2,157
 - Public Assists: 71
 - Preventative Actions: 5,884
 - Rescues: 428
 - Medical Aids: 28
 - Stingray Injuries: 157
 - Animal Warnings: 15
 - Code Enforcement Actions: 29
 - Boat Assists: 72
 - Training and Recruitment
 - The Newport Beach Fire Department (NBFD) has started reaching out to local high schools and speaking to potential candidates for upcoming lifeguard positions
 - NBFD assisted with Orange Coast College's surfing class with beach orientations and safety lectures and supported the City's Fostering Interest in Nature program by educating fifth grade students on water and beach safety
 - NBFD has been working with Newport Beach Police Department (NBPD) on their drone program and deployment of flotation devices for rescues
- Fire Operations
 - September Statistics
 - Total Incidents: 1,114
 - Fires: 23
 - Emergency Medical Services (EMS): 844
 - Service: 90
 - HazMat: 8
 - Regional: 5
 - Fire Services Day was held on October 5 with approximately 500 attendees
 - The More than Pink Walk in Fashion Island was held on September 28 which included an additional fire captain and two paramedics to cover any event-related incidents
 - The Fire Lifeguard Appreciation Dinner was held on September 10 at the Veia Hotel where various life-saving awards were presented
 - Training and Recruitment

- Basic fire academy/orientation has been completed for two firefighters and six firefighter paramedics
- Department-wide implementation and training on Tablet Command software was held on October 1; this is new software that replaces computers on the rigs to improve dispatching, unit status updates, and accountability for fire ground assignments
- Community Emergency Response Team (CERT) class begins on October 7 and will conclude on October 18
- Teen CERT training will take place at Corona del Mar High School during the upcoming semester
- October is National Fire Prevention Month with the theme “Charge into Fire Safety, Lithium-Ion Battery Safety”
- NBFD is working on transitioning the Fire Inspector Program to a new system called First Due Inspection
- The Fuel Modeling Report was presented to City Council on September 9

In response to Chair Moore’s question, Fire Captain Strack explained that October is breast cancer awareness month so one of the City’s ambulances has been wrapped in pink for the month.

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

Deputy Director Jonathan Stafford reported:

- An officer-involved shooting took place on September 20 when officers pursued a carjacking/murder suspect, while no officers were injured the suspect was wounded and later passed away at a nearby hospital; a criminal investigation is taking place and is expected to last about one year
- Technology Updates
 - BRINC
 - The BRINC Drone as First Responder (DFR) program went live on September 17 and has already assisted with numerous arrests and calls for service
 - Three DRF drones are operational and fly from base stations that include the police station, Big Canyon Reservoir and Newport Coast Community Center
 - FLOCK
 - On September 9 City Council approved four new automated license plate recognition (ALPR) units to be added at three locations and to increase the storage to 365 days; extended retention is already active, and the new ALPR unit will be installed within the next 60 days
 - FUSUS
 - Outreach to businesses with closed-circuit televisions has begun, focusing first on locations with crime and illegal activity concerns
- Hiring/Training Update
 - Two recruits have begun employment
 - Four laterals are in the pre-employment background process

- Six recruits are in the Sherriff's Academy
- Field Training Officer (FTO) Program
 - Nine officers are training, and two laterals have completed the training
 - Three community services officers have received conditional job offers and will begin employment soon
- In September 2025, Computer Automated Dispatch (CAD) events totaled 7,285, a decrease from 8,135 CAD events in September 2025
- Overall crime is down 45.6% or 170 crimes in the month of September 2025 compared to September 2024

Chair Moore inquired about what technology was utilized in the September 20 event, Deputy Director of Police Services Stafford reported that no additional technology was used, rather it was just police officers identifying the vehicle and responding to the event.

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

None

IX. ADJOURNMENT

There being no further business to come before the Civil Service Board, the meeting was adjourned at 5:20 p.m.

The agenda for the Regular Meeting was posted on Monday, September 29, 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:

Brian Moore, Chair
Civil Service Board 2025/2026