

CITY OF NEWPORT BEACH CIVIL SERVICE BOARD MINUTES

Council Chambers
100 Civic Center Drive
Monday, March 2, 2026
Regular Meeting
5:00 p.m.

I. CALL MEETING TO ORDER

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

II. ROLL CALL

Civil Service Board Members:

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

Staff Members:

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

III. FLAG SALUTE – Vice Chair Denner

IV. PUBLIC COMMENTS

None.

V. CONSENT CALENDAR

1. APPROVAL OF CIVIL SERVICE BOARD MEETING MINUTES

A. APPROVAL OF MINUTES FOR THE FEBRUARY 2, 2026, REGULAR MEETING

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

Motion made by Board Member Wood and seconded by Vice Chair Denner to approve the Minutes for the February 2, 2026, regular meeting. Motion carried 3-0-1-1.

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

VI. CURRENT BUSINESS

2. ORAL REPORTS

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

Deputy Director Sarah Rodriguez reported:

- The Annual Mayor’s Dinner took place on Friday, February 13; Deputy Director Rodriguez thanked the board for inviting her and Administrative Assistant Tawny DeAnda to attend the event
- Human Resources is recruiting for a part-time human resources specialist to join the recruitment team
- The Human Resources division has been working on hiring about 48 lifeguard trainees; they will begin employment on March 18
- There are no upcoming retirements in the month of March
- Employee Training Opportunities
 - Microsoft Word Part I is scheduled for March 11
 - Customer Service and Emotional Intelligence is scheduled for March 26
- There are currently nine full-time and four part-time recruitments

B. FIRE DEPARTMENT MATTERS – Justin Carr, Assistant Fire Chief

Assistant Fire Chief Justin Carr reported:

- Lifeguards
 - Statistics
 - Rescues: 6
 - Medical Aids: 6
 - First Aids: 18
 - Preventative Actions: 115
 - Training
 - 32 lifeguards completed Recertification Training
 - 24 lifeguards completed Unit Recertification Training
 - Nine lifeguards attended Unit Academy and are eligible to become unit operators
 - Captain Andy Matsuyama completed Rope Rescue Awareness/Operations Training which included learning how to handle complex coastal rescues
 - Officer Rob Marienthal and Lifeguards Austin Cozza and Michael Vaughan attended Harbor View’s annual jog-a-thon, they assisted by running the kids through a warm-up before the big event
 - Officer Carly Christian and Lifeguards Jason Aigner and Kevin Tovar supported Newport Elementary’s Read Across America career day event
- Fire Department
 - Statistics
 - Fires: 27
 - Emergency Medical Services (EMS) Calls: 756
 - Service Calls: 83
 - Other: 170
 - Total incidents: 1,036

- Two firefighters passed their block test and are performing well on probation
- Five firefighter paramedics passed their EMS block test recently and are continuing to learn
- Several members from the Newport Beach Fire Department (Nbfd) attended an exercise hosted by the Laguna Beach Fire Department that focused on how an incident can affect multiple organizations throughout the City, as well as surrounding jurisdictions
- The leadership team attended the Air Force Academy's National Character and Leadership Symposium in Colorado Springs; this experience helped to develop stronger working relationships

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

Deputy Director of Police Services Jonathan Stafford reported:

- The Citizens' Academy has begun and includes a large class of 35 participants
- The new Safety Enhancement Zone ordinance was passed at the recent City Council meeting
 - The Safety Enhancement Zone will extend to the Balboa Pier and has been updated to include spring break, along with the other existing holidays such as Memorial Day weekend, Independence Day and Labor Day
- A private security guard will be added to Corona Del Mar Main Beach
 - Security guard coverage will be seven days per week from mid-March to mid-September
 - Security guard hours will be 9:00 p.m. to 2:00 a.m. and will be subject to change as necessary
- Technology Updates:
 - FLOCK
 - The contract amendment that adds three new automated license plate readers (ALPR) in Bayview Heights is almost finished
 - FLOCK units will be placed at the three entrance points to the neighborhood
 - Installation should take place within the next 30 to 60 days
 - BRINC
 - The construction needed to reinforce the roof at the City Yard Building A is complete
 - The responder drone and base station was installed on February 18 and is fully operational
 - One final drone station site at Mariner's Branch Library has reached the stage of architectural/structural plan design for building permits
- Hiring/Training:
 - Three laterals are in background stage of the employment process
 - Several community service officer (CSO) candidates are beginning the employment process
 - Three recruits are in the Sheriff's Academy and are progressing well
 - Field Training Officer (FTO) Program
 - Six officers are in training
- Crime Statistics:
 - Crimes against persons were down 15.7%

- Crimes against property were down 34.4%
- Crimes against society were down 18.1%
- Overall, reported crime is down 27.5% or 172 crimes
- In February 2026, Computer Automated Dispatch (CAD) events totaled 6,309, a decrease from 6,591 CAD events in February 2026

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

None.

VIII. ADJOURNMENT

There being no further business to come before the Civil Service Board, the meeting was adjourned at 5:13 p.m.

The agenda for the Regular Meeting was posted on Wednesday, February 25, 2026, before 5:00 p.m., on the City's website, public counter in the Human Resources Department (Bay 2B) 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
City of Newport Beach

Approved by:

Brian Moore, Chair
Civil Service Board 2025/2026