



CITY OF NEWPORT BEACH CIVIL SERVICE BOARD AGENDA

Council Chambers - 100 Civic Center Drive, Newport Beach

Monday, September 14, 2020 - 5:00 PM

Civil Service Board Members:

- Jane Della Grotta, Chair
- Howard Herzog, Vice Chair
- Robyn Grant, Board Member
- Mike Talbot, Board Member
- Sharon Wood, Board Member

Staff Members:

- Barbara J. Salvini, Human Resources Director/Secretary to the Board
- Anita Lakhani, Deputy City Attorney
- Traci Mackinen, Administrative Assistant to the HR Director

SPECIAL NOTICE REGARDING COVID-19

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19.

On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which allows Board Members to attend Civil Service meetings telephonically. Please be advised that some, or all, of the Newport Beach Civil Service Board Members may attend this meeting telephonically.

If you wish to attend the Civil Service Board meeting in person, the Civic Center Community Room located at 100 Civic Center Drive, Newport Beach, California 92660, will be open for this meeting and the public shall have the right to observe and offer public comment at this location. While you may attend this meeting in person, given the health risks associated with COVID-19, the City wants you to know that you can submit your comments and questions in writing for Civil Service Board Members consideration by sending them to Barbara Salvini, Human Resources Director at bsalvini@newportbeachca.gov. To give the Civil Service Board Members adequate time to review your questions and comments, please submit your written comments by Monday, September 14, 2020, at 12:00 p.m.

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The Civil Service Board meeting is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Civil Service Board agenda be posted at least seventy-two (72) hours in advance of each regular meeting and that the public be allowed to comment on agenda items before the Board and items not on the agenda but are within the subject matter jurisdiction of the Civil Service Board. The Chair may limit public comments to a reasonable amount of time, generally three (3) minutes per person.

The City of Newport Beach's goal is to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, we will attempt to accommodate you in every reasonable manner. Please contact Barbara Salvini, Human Resources Director, at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible at (949) 644-3256 or bsalvini@newportbeachca.gov.

NOTICE REGARDING PRESENTATIONS REQUIRING USE OF CITY EQUIPMENT

Any presentation requiring the use of the City of Newport Beach's equipment must be submitted to the Human Resources Department 24 hours prior to the scheduled meeting.

- I. **CALL MEETING TO ORDER**
- II. **ROLL CALL**
- III. **FLAG SALUTE**
- IV. **CHAIR/VICE CHAIR ELECTIONS FOR 2020/2021**

V. PUBLIC COMMENTS

Public comments are invited on agenda and non-agenda items generally considered to be within the subject matter jurisdiction of the Civil Service Board. Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The Civil Service Board has the discretion to extend or shorten the speakers' time limit on agenda or non-agenda items, provided the time limit adjustment is applied equally to all speakers. As a courtesy, please turn cell phones off or set them in the silent mode.

VI. CONSENT CALENDAR

1. APPROVAL OF CIVIL SERVICE BOARD MEETING MINUTES

A. APPROVAL OF MINUTES FOR THE FEBRUARY 3, 2020 REGULAR MEETING

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

[File: Draft Minutes of 02-03-2020](#)

VII. CURRENT BUSINESS

2. ORAL REPORTS

**A. CITY-WIDE AND HUMAN RESOURCES MATTERS - Barbara J. Salvini,
Human Resources Director**

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

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

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

IX. ADJOURNMENT