

CITY OF NEWPORT BEACH CIVIL SERVICE BOARD MINUTES
Council Chambers
100 Civic Center Drive
Monday, May 3, 2021
Regular Meeting
5:00 p.m.

I. CALL MEETING TO ORDER

Vice Chair Herzog called the meeting to order at 5:01 p.m.

II. ROLL CALL

Civil Service Board Members:

Vacant, Chair
Howard Herzog, Vice Chair
Robyn Grant, Board Member - Absent
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

III. FLAG SALUTE – Board Member Sharon Wood

IV. PUBLIC COMMENTS

None.

V. CONSENT CALENDAR

1. APPROVAL OF CIVIL SERVICE BOARD MEETING MINUTES

A. APPROVAL OF MINUTES FOR THE APRIL 5, 2021, REGULAR MEETING

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

Vice Chair Herzog stated that Jim Mosher requested revising the letter “i” to the word “at” in the minutes located on the fourth line of the first paragraph.

Motion made by Board Member Wood, seconded by Board Member Talbot, to approve the Minutes for the April 5, 2021, regular meeting as amended. Motion carried 3-0-0-1.

AYES: Herzog, Talbot, Wood
NOES: None
ABSTAIN: None
ABSENT: Grant

VI. CURRENT BUSINESS

2. ORAL REPORTS

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

HR Director Barbara Salvini reported:

- Labor Relations for 2021
 - Labor negotiations have started, with nine of eleven groups eligible for renewal this year.
- The Employee Service Awards event is tentatively scheduled for an in-person event in mid-October.
- Recruiting:
 - Open Full-Time positions: Accountant, Department Assistant PT/FT, Electrical and Instrumentation Specialist, Senior Civil Engineer, EMP Plans Examiner, Facilities Maintenance Crew Chief, Fiscal Clerk, Police Officer - Lateral, Police Officer Recruit/Academy, Graduate/Academy Enrolled, Utilities Crew Chief - Promotional
 - Open Part-Time positions: Building Inspector II, Code Enforcement Officer Trainee, Concrete Finisher, Lead Harbor Services Worker/Harbor Services Worker, Library Page, Police Cadet, Public Works Technical Aide, Public Works Intern, Recreation Leader, Recreation Supervisor, Senior Fiscal Clerk, Student Aide - Finance, Utilities Maintenance Aide, Lifeguard II - Promotional

B. FIRE DEPARTMENT MATTERS – Phil Puhek, Fire Battalion Chief

Fire Battalion Chief Phil Puhek reported:

- COVID-19 Vaccinations
 - Newport Beach Fire Department continues to participate at the Fairground Vaccination Point of Distribution (POD) providing leadership and paramedic services, administering 2,000 to 3,000 vaccines per day.
 - A second Vaccination POD was held at OASIS on April 13, 2021.
 - City Hall Vaccine Clinic
 - A free Vaccination Clinic was held in April at City Hall where approximately 115 city employees received their vaccine.
 - NBFD was the only fire agency in the state to receive direct vaccinations to administer to the public.

- The decline of positive COVID-19 cases has increased call volume, which begins to show the city's return to normal activity.
- Three new Firefighter/Paramedics began their week eight-week academy last week.
- One Firefighter is attending paramedic school.
- With COVID-19 restrictions beginning to slightly lighten, training in small groups will resume for Ventilation Training, Emergency Medical Technical Skills, and teaching the probationary Firefighters.
- Lifeguards
 - Over 200 seasonal lifeguards have been hired and completed Basic Lifeguard Academy. Returning employees completed the recertification process.
 - 1,800 kids passed the swim test for the Junior Lifeguard Program.
 - A record breaking 1,678 kids were signed into the Junior Lifeguard Program.
 - Beaches continue to see large crowds.
 - Newport Beach Lifeguards participated in a rescue when strong winds pushed a boat toward the beach, saving the five people aboard.

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

Deputy Director Jonathan Stafford reported:

- Police Awards Ceremony
 - Two sessions were held on April 22, 2021, at Marina Park with reduced attendance.
 - Officer of the Year was awarded to Detective Jon Jarema (posthumously).
 - Civilian Employee of the Year was awarded to Police Mechanic Alex Perez
 - Civilian Supervisor of the Year was awarded to Connie Frink.
 - Sworn Supervisor of the Year was awarded to Randy Parker.
 - Volunteer of the Year was awarded to Lori Hayden.
 - Four Lifesaving Awards and Nine Awards of Merit were issued.
- May is Bicycle Safety Month and Motorcycle Safety Month
 - Newport Beach Police Department issued press releases with reminders and safety tips for riders and drivers.

- Motorcycle riders are 28 times more likely to die in a crash than vehicle occupants.
- In 2019, there were 474 motorcycle deaths on California roads.
- Hiring/Training Update
 - Academy Recruits/Laterals
 - Six Recruits are in the Academy.
 - Four Recruit candidates are nearly ready for hire.
 - Two Lateral candidates have job offers and are awaiting start dates.
 - Another six recruits or laterals passed their preliminary testing and will be invited for the background process.
 - Field Training Officer (FTO) Program
 - Three laterals and three academy graduates are in various stages of training
 - One Police Officer is expected to finish training this week
 - Four Community Service Officer and Dispatcher candidates are awaiting start dates or Chief's interviews.
- Call for Service
 - April 2021 - 8,540 Computer Automated Dispatch (CAD) events, an increase from 6,122 CAD events in April 2020.
- Part 1 Crime
 - Violent Crime has increased four crimes YTD.
 - Property Crime has decreased 9.9 percent (54 crimes).
 - Driver YTD
 - Theft Larceny has decreased (down 70 crimes).
 - Total Part 1 Crime has decreased 8.6 percent (50 crimes).

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

Vice Chair Herzog shared a story of a five-year-old girl rescued from a burning apartment building by firemen and police officers in 1998, with one officer administering CPR in the back of a vehicle on the way to the emergency room. That officer attended her 2016 college graduation ceremony where she graduated with high honors. Vice Chair Herzog stated that sometimes angels don't wear wings, they wear uniforms.

VIII. 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 Thursday, April 29, 2021 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:

Traci Mackinen, Administrative Assistant to the HR Director
City of Newport Beach

Approved by:

Howard Herzog, Vice Chair
Civil Service Board 2020/2021

Draft