

CITY OF NEWPORT BEACH CIVIL SERVICE BOARD MINUTES

**Council Chambers
100 Civic Center Drive
Monday, June 7, 2021
Regular Meeting
5:00 p.m.**

I. CALL MEETING TO ORDER

Vice Chair Howard Herzog called the meeting to order at 5:00 p.m.

II. ROLL CALL

Civil Service Board Members:

Vacant, Chair
Howard Herzog, Vice Chair
Robyn Grant, Board Member
Mike Talbot, Board Member
Sharon Wood, Board Member - Absent

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 – Robyn Grant, Board Member

Moment of silence for Agua Dulce Fire Station and all California firefighters.

IV. PUBLIC COMMENTS

None.

V. CURRENT BUSINESS

1. ORAL REPORTS

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

HR Director Salvini reported:

- Civil Service Board Vacancy
 - During the City Council meeting on June 8, 2021, the nominations for Paul Meyer and Edgar Oglesby will be confirmed for the vacancy on the Civil Service Board.
 - A CSB member will be appointed at the June 22, 2021 City Council meeting.
 - The selected member will be present at the July 2021 Civil Service Board meeting.

- The Civil Service Board meeting for July will be Wednesday, July 7, 2021, due to the Independence Day holiday.
- Elections for Chair and Vice Chair for the Civil Service Board for the 2021-2022 Fiscal Year will be held on July 7, 2021.
- The Employee Service Awards will be an in-person event held on Thursday, October 14, 2021, at the Civic Greens. Details to come.
- Recruiting:
 - Open Full-Time positions: Park Maintenance Supervisor, Facilities Maintenance Crew Chief, Librarian I, Maintenance Worker I/II, Police Officer Recruit & Academy Graduate/Academy Enrolled, Purchasing & Contracts Administrator
 - Open Part-Time positions: Building Inspector II, Code Enforcement Officer Trainee, Lead Harbor Services Worker/Harbor Services Worker, Police Cadet, Intern (Public Works and Utilities), Marine Naturalist Interpreter, Recreation Leader, Senior Recreation Leader, Senior Services Shuttle Driver, Student Aide
- Human Resources is trying to fill positions as soon as possible as the State of California is scheduled to reopen on June 15, 2021.
- Cal/OSHA is continuing with strict regulations regarding employers and employees. Guidance on the new regulations regarding vaccinations, masks, and training is scheduled to be released soon.

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

Assistant Fire Chief Justin Carr reported:

- City hired a New Life Safety Specialist II, Jon Reid.
- Newport Beach Fire Department participated in the Memorial Day Marine 1-1 at Castaways Park cooking hamburgers and hot dogs.
- Operation Independence was concluded at the Orange County Fairgrounds SuperPod vaccination site with 142,396 vaccines administered.
- NBFD hosted a second vaccination clinic at City Hall on May 26, 2021, with 227 shots administered.
- COVID-19 transports continue to decline in Newport Beach and throughout the county.

- EMS Division Chief Kristin Thompson was requested to deploy the Orange County Peer Support resources to assist with the tragic shooting incident at Los Angeles County Fire Station 81. Three members of the NBFD have assisted.
- Lifeguards Promotions
 - 10 Lifeguards promoted to Lifeguard II or Unit Operator
 - 18 Lifeguard Trainees promoted to Lifeguard I or Tower Guards
 - 6 Lifeguard Trainees promoted to Lifeguard Cadets to assist with the Junior Lifeguard Program
- Full staffing for Lifeguard towers and trucks will begin on June 12, 2021 and go through September 6, 2021.
- Junior Lifeguard Program
 - The first day of the Junior Lifeguard Program (JLP) will be June 22, 2021.
 - The JLP will be Monday through Thursday with a morning session from 9:00 to 12:00 and an afternoon session from 1:00 to 4:00.
 - Record enrollment of 1,651 kids enrolled
 - NBFD Junior Lifeguard Program is the largest to be held at a single site in the state of California

Board Member Robyn Grant expressed how fortunate the City is to have EMS Division Chief Kristin Thompson and commended her work and efforts with the COVID-19 pandemic response.

In response to Board Member Robyn Grant's comment, Assistant Fire Chief Justin Carr complimented Matt Brisbois on his many years of service with the NBFD and stated he brought awareness to the CERT Program on a national level.

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

Deputy Director Jonathan Stafford reported:

- Suspects in the murder of 5-year-old Aiden Leos have been arrested.
- July 4 preparations are underway with Irvine, Orange and Seal Beach Police Departments and Orange County Sheriff's Department assisting the Newport Beach Police Department with staffing throughout the city, in the jail, with arrestee transportation and at the mobile booking station.
- On May 22, 2021, NBPD assisted the Hunting Beach Police Department with unruly crowds at a birthday party on the beach with approximately 30,000 attendees and only one minor injury to a NBPD Officer and graffiti damage to two NBPD vehicles.
- Hiring/Training Update
 - Academy Recruits/Laterals
 - Six Recruits in the Academy
 - Three Recruit candidates start June 8, 2021, beginning the Academy on July 7, 2021

- Two Laterals began work on May 18, 2021
 - Six Recruits or Laterals passed the preliminary testing and will be invited for the background process
 - Full Time Officer (FTO) Program
 - Five Laterals and Academy Graduates that are in various stages of field training.
 - One Police Officer is expected to finish his training this week.
 - Two Community Service Officers (CSO) start June 8, 2021, with a third in final stages of background checks
 - Six additional CSO's that are in early stages of hiring
 - One Crime Scene Investigator is in final stages of background checks
 - Three Police Cadets are awaiting start dates
- Calls for Service
 - May 2021 - 9,150 Computer Automated Dispatch (CAD) events, a decrease of approximately one percent from 9,224 CAD events in May 2020
 - Part 1 Crime
 - Reported Crime is down significantly
 - Property Crime is down 131 crimes
 - Driven largely by a strong reduction in thefts and auto burglaries
 - Theft/larceny is down 89 crimes
 - Auto burglary is down 57 crimes
 - Violent Crime is up two crimes YTD
 - Total Part 1 Crime is down 129 crimes

Vice Chair Howard Herzog shared his delight about District Attorney Spitzer's nice comments regarding the NBPd and the general policing in Orange County in his last public speech.

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

Board Member Grant announced that Speak Up Newport is hosting a revised Mayor's Dinner in mid-July at the Newport Beach Country Club.

VII. ADJOURNMENT

There being no further business to come before the Civil Service Board, the meeting was adjourned at 5:23 p.m.

The agenda for the Regular Meeting was posted on Thursday, June 3, 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