



CIVIL SERVICE BOARD MEETING MINUTES

DATE: Monday, June 4, 2012
5:00 PM, Regular Meeting

BOARD: Debra Allen, Chairperson
James "Mickey" Dunlap, Vice Chairperson
Doug Coulter, Board Member
Hugh Logan, Board Member
M.D. Talbot, Board Member

STAFF: Lauren Farley, Acting HR Director and Secretary to the Board
Leonie Mulvihill, Assistant City Attorney
Jyll Ramirez, Administrative Assistant to the HR Director

1. REGULAR MEETING CALLED TO ORDER – 5:00 PM

Vice Chair Dunlap called the regular meeting to order.

2. ROLL CALL

- Ms. Ramirez announced that Vice Chair Dunlap and Board Members Coulter and Logan were present. Chair Allen and Board Member Talbot had excused absences. The Board had a quorum.
- City Attorney Aaron Harp was present for legal matters.

3. THE PLEDGE OF ALLEGIANCE

The flag salute was led by Board Member Logan.

4. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Brian McDonough, President of the Newport Beach Firefighters' Association (NBFA), informed the Board that the NBFA is partnering with the Steven Siller Tunnels to Tower Foundation to host a 5k run Sunday, September 16, at the Newport Dunes. Steven Siller was a New York Firefighter who gave his life in the 9/11 attack of the Twin Towers.

The money raised by the event will be given to the children who have lost a parent, firefighters, and military who have been seriously injured and sacrifice their quality of life in the line of duty.

5. APPROVAL OF MINUTES

A Motion was made by Board Member Logan to approve the May 7, 2012 Meeting Minutes with no corrections. Board Member Coulter seconded the Motion. It was approved 3 Ayes, 0 No.

6. CURRENT BUSINESS

A. Oral Reports

1. Secretary's Report – Lauren Farley, Acting HR Director and Secretary to the Board, reported:

- a) Human Resources and the Information Technology Department have are working together to determine and compile the necessary employee data so that Performance Pro (company chosen for the new Employee Performance Evaluation system) may begin to upload the information into the new system. Our goal is to have the system reading to use by January 2013.

2. Fire Department's Report – Scott Poster, Fire Chief, reported:

- a. The Fire Department distributed their new organizational chart, which clearly depicts the three divisions – Fire Operation, Marine Operations, and Life Safety Operations. Chief Poster gave a brief description of the reorganizational changes.

b. Marine Operations Update:

- i. Fire and Lifeguard Staff Members performed Quarterly Search and Rescue Training at the beach. This training involves a simulated rescue of a person buried/trapped under the sand.
- ii. Seasonal Lifeguard, Tamua Anae, has been selected to represent the United States Women's Water Polo Team, as a goalie, in the 2012 Summer Olympics in London.
- iii. Former Lifeguard Captain Al Irwin has been honored with his name attached to the Academic Center at the University of Irvine. Mr. Irwin began his Lifeguard career for the City of Newport Beach in the 1930's and helped build the foundation for athletic programs in Orange County.
- iv. Memorial Day Statistics
 - Fatalities – 0
 - Rescues – 31
 - Prevents – 2,365 (1,905 Wet/460 Dry)
 - Medical Aid – 129
 - Public Assistances – 3,435
 - Warnings – 444
 - Boat Activity – 1 Rescue and 2 Assists
 - Total Attendance – 248,000

c. Fire Operations Update:

- i. The Newport Beach Fire Department received the Orange County Emergency Medical Services (OCEMS) Award, May 28, for their successful sand entrapment rescue last summer.
- ii. Firefighter Recruits finished their physical tests (Biddle Exam) and are scheduled for oral interviews beginning June 19, 2012.
- iii. Fire Units responded and successfully extinguished a residential fire in Corona del Mar, brush fire near Sage High School, and performed an auto extrication on Coast Highway near Reef Point.

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

None

8. ADJOURNMENT

The meeting adjourned at 5:22 pm.



JAMES DUNLAP, Chairperson
Civil Service Board