

CITY OF NEWPORT BEACH CIVIL SERVICE BOARD MINUTES
Council Chambers – 100 Civic Center Drive
Monday, January 4, 2016
REGULAR MEETING
5:00 p.m.

I. CALL REGULAR MEETING TO ORDER (5:00 p.m.)

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

II. ROLL CALL

Civil Service Board Members:

Debra Allen, Chair
Maiqual Talbot, Vice Chair
James "Mickey" Dunlap, Board Member
Jeff Herdman, Board Member
Roberta Fesler, Board Member

Staff Members:

Barbara J. Salvini, Secretary to the Board/HR Director
Leonie Mulvihill, Assistant City Attorney
Marissa Sur, Administrative Specialist to the HR Director

III. FLAG SALUTE – Led by Board Member Fesler

IV. PUBLIC COMMENTS

Jim Mosher wished the Board Happy New Year and noted the Agenda referenced "Public Comments on Consent Items" rather than "Public Comments." He stated he had comments on a non-agenda item and proceeded to state that at the City Council's last meeting in December, the City Manager and Human Resources staff posted the tentative labor agreements the City Council will be considering including the one hundred seventy-five (175) employees represented by the Newport Beach Employees Association, the Professional and Technical Association and the Key and Management Compensation Plan. In the past, the public has had little ability to review these agreements; however, lately they have been made more available. If members of the public would like to review them, the proposed agreements are available on the City's website under the December 8, 2015 City Council meeting as Agenda Item Number 6.

Chair Allen noted that her agenda does not look like the agenda on the computer, and staff acknowledged that there were technical difficulties in uploading the agenda. Chair Allen wanted to clarify that the agenda was correct. She also wished everyone a Happy New Year and noted it was interesting to see the City offices closed for the week and everybody out enjoying the holidays.

V. CONSENT CALENDAR

A. APPROVAL OF CIVIL SERVICE BOARD MEETING MINUTES

1. APPROVE MINUTES FOR THE NOVEMBER 2, 2015 REGULAR MEETING.

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

Board Member Dunlap made a Motion to waive reading of subject Minutes and order filed. The Motion was seconded by Board Member Talbot. Motion carried. (5 Ayes, 0 No).

VI. CURRENT BUSINESS**A. ORAL REPORTS****1. CITY-WIDE AND HUMAN RESOURCES MATTERS – Barbara J. Salvini, Human Resources Director**

Human Resources Director Barbara Salvini announced the retirement of two Executive employees in December, Deputy City Manager Terri Cassidy and Chief of Police Jay Johnson. The Police Chief recruitment will open on January 7, 2016. Links have been posted on several different websites to survey the community regarding their priorities for hiring a new Police Chief. A copy of the recruitment flyer has been provided to the Civil Service Board. An assessment center for the position is scheduled for Thursday, March 3, 2016. Additionally, a Police Sergeant promotional process is currently underway. The City also had a successful opening of Marina Park.

Director Salvini reported the City has recently gone live with Tyler Munis for the new financial and revenue operations software and the first live payroll will be for the current pay period. She then introduced Human Resources Manager Rebecca Redyk to debut the City's new recruitment video. It has been posted on the City's website and incorporates the City's five (5) core values. The video was presented to the City's Management Team the week prior to the winter break. Ms. Redyk mentioned that one of the recent police recruits referenced the new video as an incentive to want to work for the City of Newport Beach.

Chair Allen and other members of the Board thought the video was excellent, very upbeat and described a wonderful place to work.

1. FIRE DEPARTMENT MATTERS – Scott Poster, Fire Chief

Fire Chief Scott Poster provided an update on Fire Department matters including the workload of the Operations Group. He reported on a second alarm fire above the Balboa Bike Shop, and the aggressive fire tactics employed to limit the damage.. Over the Christmas break there was a high-rise fire at the Island Hotel, near the eleventh (11th) floor lobby. Chief Poster noted the various resources required to fight a high-rise fire, and acknowledged other responders included those from Orange County Fire Authority and surrounding cities who assisted in populating Newport's fire stations during the incident. Although it is unusual to have such a fire, the City was well prepared to defend against it.

The Fire Chief also acknowledged the City's recent national recognition and award from the PETA organization for the rescue of a dog and its owner from the Back Bay area, and updated the Board on its preparations for El Nino. Marine Operations, Lifeguards and the Operations Division have developed an El Nino Response Plan. Rubber boats have been purchased and coordination with Municipal Operations has taken place.

He commented that Fire Operations personnel have participated in live fire instructor training and he invited the Board Members to view a mass casualty drill taking place on March 23, 2016. The large scale, multi-agency drill will involve a number of jurisdictions and will be well covered by news media.

Chief Poster reported the Fire Department is now handling its own Public Information Office (PIO) functions and it is working effectively. He also provided an overview of the Fire Association's annual "Fire Santa" Program in which the Association adopts a family in need. This year the Association, upon suggestion from Joe Harrison, selected the Wetzel Family, one of the families affected by the recent San Bernardino terrorist incident. The family had dinner at the Fire station and received support from the Association.

Chief Poster announced that a Firefighter test is tentatively scheduled for June and Operations and Human Resources staffs are preparing the dynamics for the test. The Emergency Management Services Division recently announced the retirement of Cathy Ord, Division Chief, who was with the Department for eleven (11) years. The Division recently hired a new Division Chief, Kristen Thompson, who was introduced to the Board. Division Chief Thompson stated she was grateful to have this position and acknowledged that Cathy Ord would be a difficult act to follow. Chief Poster noted that Division Chief Thompson was a Registered Nurse and was familiar with all the current processes in place.

He also commented on the current status of the Community Paramedic Project, stating that Newport Beach has enrolled three patients. He further commented that the project is ongoing and is moving along.

Chief Poster reported that Firefighters are currently completing the Emergency Medical Technician (EMT) training required by the State. The Emergency Management Services Division is evaluating Advanced Life Support (ALS) delivery services. The Division is also proud to provide paramedics trained in Paramedic Advanced Cardiac Life Support and Pediatric Advanced Life Support services; Newport Beach is the only Department which requires paramedics to have this training. Electronic Patient Care reporting has recently been transferred from tablets to iPads which has provided cost savings, and transmits information more effectively en route to hospitals.

Chief Poster outlined the current services provided by the Marine Division and stated that they are prepared for high water at the South-Facing beaches in the event of a storm. He released the statistics for the Department which included figures relating to public contacts, enforcements, reunited persons, medical aids, preventative actions, rescues, beach population and total calls.

Chief Poster reported the December 30, 2015 retirement of Captain Arn Van Dyke and noted they will be recruiting for a new Captain in the near future.

Chair Allen inquired whether the Fire Department will be distributing sandbags in preparation for El Nino related incidents. Chief Poster affirmed that the City's Municipal Operations Department (MOD) is handling sandbag distribution and there are links provided on the City's website with program details. The Fire Department will also be able to handle inquiries regarding sandbags should residents come to the Fire Stations with requests; however, the City's MOD has the primary responsibility for this function. The

Chief further noted that MOD should be consulted regarding any requests for assistance with delivery of sandbags to homes of those with physical disabilities.

Board Member Talbot inquired about the upcoming multi-agency drill. Chief Poster acknowledged the drill will take place at Corona Del Mar State Beach, March 23, 2016 at 10:00 a.m.

Board Member Fesler inquired as to how the number of visitors to the beach is calculated. Chief Poster deferred to Chief Rob Williams who described the methodology used. Aerial shots are taken and population is extrapolated from known areas of the beach. The final calculations are computed by the Watch Commander.

Board Member Herdman welcomed Kristin Thompson and affirmed that in past El Nino years, such as 1997-1998, Fire stations did distribute sandbags. Chief Poster confirmed this is not an uncommon practice, however, the City had decided to assign the responsibility to the City's MOD.

Board Member Dunlap inquired as to the Fire Department's preparation for El Nino conditions on Balboa Island, in particular the coincidence of high tide and rainfall; where in the past pumping operations relieved the excess water. Chief Poster described the procedures in place including sandbagging and the placement of extra pumps in each manhole. He noted the City's MOD has been preparing and monitoring for such an incident, particularly in the area near Ruby.

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

Deputy Director of Police Services Jonathan Stafford provided an update on Police Department matters including the recent retirement of Police Chief Jay Johnson. He noted an item to consider Chief Johnson's appointment as Interim Chief scheduled for the January 12, 2016, City Council meeting.

Deputy Director Stafford described the December retirements from the Department including Mike Teague, Senior Animal Control Officer (23 years), Jay Rocker, Police Sergeant (28 years), Scott Grecco, Traffic Investigator (28 years), and Lauren Satin, Community Services Officer (26 years). There was also one (1) industrial disability retirement effective Christmas Day.

He acknowledged that members of the Department's Command staff and several Police Lieutenants attended the November 5, 2015, swearing-in ceremony for incoming Irvine Police Chief Mike Hamel, and reported one police recruit was graduating from the Sheriff's academy on January 14, 2016, one additional recruit had recently received a job offer, and one was in the process of the Chief's interview, and a lateral recruit from the Sheriff's Department will start in mid-January.

Deputy Chief Stafford welcomed Lieutenant Damon Psaros to Support Services. The new Lieutenant replaced Lieutenant Dennis Birch who will be transferring back to Patrol. Lieutenant Psaros has been with the Department for eighteen (18) years after transferring from the Los Angeles Police Department. He will be introduced at a future meeting.

Deputy Chief Jon Lewis hosted The Orange County Commanders Luncheon on December 16, 2015, which included a presentation from Dr. Laird Hayes. Dr. Hayes is a Newport Beach Police Volunteer and NFL Side Judge as well as a retired Professor and Coach at Orange Coast Community College.

Deputy Director Stafford concluded with 2015 year-end statistics, including a murder which occurred on December 29, 2015 near the airport industrial area. He reported that Part I crimes and arrests have both increased since 2014, which he attributes in part to Proposition 47.

Chair Allen spoke about Animal Control's efforts to control the coyote problem. Although there is still concern in the City, the residents appreciate the aggressive stance the City has taken.

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

Chair Allen announced the Speak Up Newport event on January 14, 2016, dealing with public safety. Chair Allen also announced that the Mayor's Dinner will take place on February 4, 2016, at the Marriot Hotel. There will be a 6:00 p.m. cocktail hour, followed by dinner at 7:00 p.m. Tickets are available at SpeakUpNewport.com.

VIII. ADJOURNMENT

There being no further business to come before the Civil Service Board, the meeting was adjourned at 5:42 p.m.

The agenda for the Regular Meeting was posted on December 23, 2015, 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:



Marissa Sur, Administrative Specialist to the HR Director
City of Newport Beach

Approved by:



Debra Allen, Chairperson
Civil Service Board 2015/2016

