

CITY OF NEWPORT BEACH CIVIL SERVICE BOARD MINUTES
Council Chambers – 100 Civic Center Drive
Monday, February 1, 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 5:01 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 (absent, excused)
Marissa Sur, Administrative Specialist to the HR Director

III. FLAG SALUTE – Led by Board Member Fesler

IV. PUBLIC COMMENTS – None

V. CONSENT CALENDAR

A. APPROVAL OF CIVIL SERVICE BOARD MEETING MINUTES

- 1. APPROVE MINUTES FOR THE JANUARY 4, 2016 REGULAR MEETING.** Waive reading of subject Minutes, approve as written and order filed.

Board Member Herdman made a Motion to waive reading of subject Minutes and order filed. The Motion was seconded by Board Member Dunlap. 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 Salvini reported that the Chief of Police recruitment closed January 28, 2016, and that the Recruitment Division will be doing an initial screening of the applicants and preparing for an assessment center to be held on March 3, 2016. Ms. Salvini further reported that the Memoranda of Understanding for certain full-time employee groups were adopted by the City Council, noting that additional tentative

agreements have been brought before City Council and may be adopted at the February 9, 2016, City Council meeting.

Director Salvini also informed the Board that the first live payroll in the new Tyler Munis System took place during the previous pay period successfully. She announced the City recently conducted interviews to send a new group through the California State Fullerton Leadership Development program. Four individuals participated in the Fall semester, and overall the City has sponsored 29 individuals through the program. She then introduced Director of Municipal Operations George Murdoch who continued with a presentation on El Nino and what City employees are doing to prepare for the stormy winter season.

a. Preparing for a Possible El Nino Winter Storm Season Together

George Murdoch, Municipal Operations Director

Director of Municipal Operations Murdoch made a presentation regarding the upcoming El Nino storm season. This presentation was also made to the Council and the community and included, "What is El Nino, what the City is doing, and what we have advised the community to do." He described the El Nino events and why they happen. At this time the state is at 100% of the normal snowpack. He stated that the history of El Nino events is somewhat erratic to predict, and at this time, we do not know how strong the event is going to be and can only predict a few days in advance how strong a particular storm will be.

Director Murdoch further explained that the City is used to high tides, rain, and surf. He explained that the combination of high tides spilling over the seawalls and rain can be problematic, and that Municipal Operations closes valves to make sure streets do not flood and puts berms out on the beach. Usually these events happen late at night and Balboa Island and the Peninsula typically get flooded as they are below sea level. Mr. Murdoch mentioned there is a large amount of debris created when there are high wind events, noting that the Department removed 60 tons of debris during the last storm.

He elaborated on the City's preparations for El Nino, including cleaning storm drains and screens placed over the catch basins. Since some pumps are aging, Municipal Operations will phase in pump replacements over the next few years. This year the Department re-conditioned 38 pumps. They have also been aggressive in addressing the seawall on Balboa Island. He noted that this year the Department proactively trimmed more trees and pushed the big sand berms on the beach. They have to consistently move the berms to address the waves that come up into Balboa Bay. Free sandbags for the community are available and they have been advertising pick-up times on the City's website. Ten free sandbags are available. The Department also sandbags vulnerable areas including the old Balboa Fun Zone which requires 3000 sandbags.

Director Murdoch reported that Public Works is also completing proactive projects in the community to address El Nino including addressing mud that travels into storm drains. He noted that development and construction throughout the community by private entities results in dust and mud and the Department is working to remind them to maintain their mud and debris. Additionally, although the Department does not

inspect moorings, they exercise due diligence in advising owners to inspect their areas.

Director Murdoch elaborated on roof repairs on City facilities and noted there are contractors who are on call and available to address those issues when they arise. Staff is also proactive in monitoring storms as they are very concerned to see what is coming in the next few days. They track weather patterns and review emergency procedures. A practice activation of the Emergency Operations Center was recently conducted and an El Nino event was the theme. The CERT program is a big resource and the CERT participants are always willing to come out and assist. He stated that during a storm, staff monitors traffic jams and flooding and coordinates with other agencies to provide updates to the public.

He informed the Board that the Department and City are advising the residents to inspect their property and be prepared before the storm hits. He strongly urged residents to know where their gas, electricity, and water shut offs are located and how to activate those shut offs. He also noted the importance of keeping residential gutters clean. Director Murdoch stated that during a heavy storm, City staff is out responding to large events and that while it is important that they are advised of an emergency at the residential level, property owners should be prepared to be the first to address any smaller scale issues.

Director Murdoch further advised that during a storm, flooding will occur on the common areas that always flood. He advised individuals not to go down flooded streets, keep the roads clear, and stay away from downed power lines. They are also advised to listen to the news weather reports, and sign up for Facebook, Twitter, and Nixle reports. The Police are good about posting status reports and Municipal Operations tries to advise them of current events as much as they can.

In response to Board Member Dunlap, Director Murdoch stated that help is available to residents who cannot load their own sandbags into their car. Also, he stated that if a property is flooding and damage is imminent, the Department will deliver the bags.

Chair Allen inquired whether residents should be sandbagging around the inlets, and Director Murdoch responded that if the action is something that prevents a house from flooding, as long as it does not affect what the Departments are doing to prevent damage they support residents doing what they have to do to prevent damage to their homes. They do request that the residents notify Municipal Operations of their preventive actions.

Director Murdoch stated that their office number is 949-644-3055 and residents can also call the Police Department 24 hours a day and they will notify Municipal Operations staff.

The Board thanked Director Murdoch and the Department for all their efforts.

2. FIRE DEPARTMENT MATTERS – Chip Duncan, Assistant Fire Chief

Assistant Fire Chief Duncan introduced new Battalion Chief Justin Carr and provided an update report on the Department's activities. He noted they are preparing for a Firefighter exam in June and an Engineers exam tentatively scheduled for September.

Regarding El Nino, he informed the Board that he attends monthly meetings for all Operations Chiefs in the County and noted the City Municipal Operations Department is very proactive in handling all preparations. He invited the Board to participate in a Mass Rescue Drill on March 23, 2016, with lifeguards, the Harbor Department, and the Police. This is part of the County's Mass Casualty Plan and it is noteworthy that they have not done this since 1995.

Assistant Fire Chief Duncan reported the CERT program was under Training and Fire Investigation is now under Fire Operations. Assistant Chief Kitch is retiring from the Department. Truck 62 at Lido Station is going from 4 to 3 personnel effective March 1 and they will reduce one surge ambulance that responds from there.

Assistant Fire Chief Duncan elaborated on other Fire Department news, including the new EMS Division Chief Kristin Thompson. With respect to the Community Paramedicine pilot project, he reported that there are now 15 patients. He noted that it provides an opportunity for the Department to take lower acuity patients to alternate destinations, making transport more cost effective. The program is still in its infancy and will provide good data for analysis. They are evaluating ALS delivery service to determine whether the Department is where it should be. He stated that the City's Paramedics must be certified in advanced and pediatric life support which is a cut above other Departments.

Assistant Fire Chief Duncan also described the Trauma Intervention Program which trains citizens to assist in providing emotional first aid to victims of traumatic events. The TIPs provide emotional support and assistance to trauma victims. He further reported that intergovernmental reimbursements have increased due to membership inserts mailed throughout the community. Also, a non-transport fee has been implemented. The Department has instituted layperson CPR and how callers should give information to dispatch to get the units out on the road as quickly as possible.

Marine Operations recently awarded the Junior Guard of the Year to Aaron Clark. Mayor Dixon presented the award which designated a Junior Guard who espouses the values, "Respect, Responsible and Representative."

Assistant Fire Chief Duncan reported on seasonal programs stating that the Junior Guard Program will start accepting applications shortly. Seasonal Lifeguards were also mailed out their "return to work" paperwork.

In response to Board Member Fesler, Assistant Fire Chief Duncan elaborated on the Community Paramedic Study which diverts patients from transport to Hoag Hospital to less acute care hospitals when warranted. The study is being conducted in partnership with Huntington Beach, Fountain Valley, and Newport Beach. The City of Anaheim is doing a different study which evaluates recidivism rates. The study programs are coordinated by the State and the Orange County Office of Emergency Services is also involved. He stated that there are only certain urgent care facilities to which patients can be diverted.

Chair Allen stated she has reservations about residents of Newport Beach being served by other paramedics since the City's paramedics are so well trained. Assistant Fire Chief Duncan assured the members that the City only sends out alternate paramedics when its own staff is unavailable.

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

Deputy Director Stafford announced the Police Appreciation Breakfast that will take place March 17, 2016. The Employee of the Year, Merit and Valor Awards will be presented and the Board will be officially invited. He also reported on the four candidates who have recently passed the Police promotional process and all are on the eligibility list, which should last at least one year.

He informed the Board that the Department assisted the Costa Mesa Police Department with an officer-involved shooting near the 405 Freeway and Harbor Boulevard. Newport Beach officers assisted with the containment of the suspect using their tactical armored vehicle. The suspect tried to flee in a stolen car, but the Newport Beach officers used the "Bear Cat" effectively, preventing the suspect from escaping. He noted that this showed a good cooperative effort among the Cities and the Orange County Sheriff's Department.

Deputy Director Stafford announced that Gary Abrahamyan, a recent Academy graduate, and Zachary Varela, a lateral from the Orange County Sheriff's Department, are now working with Field Training Officers. He then introduced Lieutenant Damon Psaros who will be moving to Police Support Services as the second in command in the Division. Lieutenant Psaros stated that he is looking forward to the challenge of working in Support Services and will occasionally fill in for Deputy Director Stafford.

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 that the Newport Beach Mayor's Dinner will take place Thursday, February 4, 2016, at the Marriot Hotel and Mayor Dixon will give the State of the City speech. The event is completely sold out, but individuals may contact the Chair in the event last minute cancellations result and open seats become available.

VIII. ADJOURNMENT

There being no further business to come before the Civil Service Board, the meeting was adjourned at 5:46 p.m.

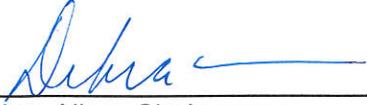
The agenda for the Regular Meeting was posted on Thursday, January 28, 2015, before 5:00 p.m., on the City's website, public counter in the Human Resources Department (Bay A2) and in the Meeting Agenda Binder located in the entrance of the City Council Chambers at 100 Civic Center Drive.

Prepared by:



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

Approved by:



Debra Allen, Chairperson
Civil Service Board 2015/2016