



## **CIVIL SERVICE BOARD AGENDA**

**Council Chambers – 100 Civic Center Drive, Newport Beach, 92660**

**Monday, October 5, 2015 - 5:00 p.m. Regular Meeting**

### **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:**

Terri L. Cassidy, Secretary to the Board, Deputy City Manager/  
Human Resources Director  
Leonie Mulvihill, Assistant City Attorney  
Marissa Sur, Administrative Specialist to the Deputy City Mgr

- I. CALL MEETING TO ORDER**
- II. ROLL CALL**
- III. FLAG SALUTE**
- IV. PUBLIC COMMENTS**

*Public comments are invited on agenda and non-agenda items generally considered to be within the subject matter jurisdiction of the Civil Service Board. Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The Civil Service Board has the discretion to extend or shorten the speakers' time limit on agenda or non-agenda items, provided the time limit adjustment is applied equally to all speakers. As a courtesy, please turn cell phones off or set them in the silent mode.*

### **V. CONSENT CALENDAR**

#### **A. APPROVAL OF CIVIL SERVICE BOARD MEETING MINUTES**

1. APPROVE MINUTES FOR THE SEPTEMBER 14, 2015 REGULAR MEETING.  
Waive reading of subject Minutes, approve as written and order filed.

### **VI. CURRENT BUSINESS**

#### **A. ORAL REPORTS**

1. **CITY-WIDE AND HUMAN RESOURCES MATTERS** – Terri L. Cassidy, Deputy City Manager/HR Director
2. **FIRE DEPARTMENT MATTERS** – Scott Poster, Fire Chief

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

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

**VIII. ADJOURNMENT**

This committee is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Commission's agenda be posted at least 72 hours in advance of each meeting and that the public be allowed to comment on agenda items before the Commission and items not on the agenda but are within the subject matter jurisdiction of the Commission. The Commission may limit public comments to a reasonable amount of time, generally either three (3) or five (5) minutes per person.

It is the intention of the City of Newport Beach to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Newport Beach will attempt to accommodate you in every reasonable manner. Please contact Leilani Brown, City Clerk, at least 72 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible (949-644-3005 or [lbrown@newportbeachca.gov](mailto:lbrown@newportbeachca.gov)).

**CITY OF NEWPORT BEACH CIVIL SERVICE BOARD MINUTES**  
**Council Chambers – 100 Civic Center Drive**  
**Monday, September 14, 2015**  
**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 (excused absence)  
Jeff Herdman, Board Member  
Roberta Fesler, Board Member

**Staff Members:**

Terri L. Cassidy, Deputy City Manager/HR Director/Secretary to the Board (absent)  
Leonie Mulvihill, Assistant City Attorney  
Sheri Anderson, Human Resources Manager  
Marissa Sur, Administrative Specialist to the HR Director

**III. FLAG SALUTE – Led by Vice Chair Talbot**

Vice Chair Talbot introduced his daughter and son-in-law, Hillary and Joe Albert, who are visiting from Pittsburg for a week.

**IV. PUBLIC COMMENTS**

Jim Mosher stated he would like to comment on Item VI. A. after viewing the presentation. Chair Allen indicated he will have an opportunity to do so.

Seeing no others wishing to speak, Chair Allen closed public comments.

**V. CONSENT CALENDAR**

**A. APPROVAL OF CIVIL SERVICE BOARD MEETING MINUTES**

**1. APPROVE MINUTES FOR THE AUGUST 3, 2015 REGULAR MEETING.**

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

Board Member Fesler made a Motion to waive reading of subject Minutes, approve as written and order filed. The Motion was seconded by Vice Chair Talbot. Motion carried. (4 Ayes, 0 No, 0 Abstain).

## **VI. PRESENTATIONS**

### **A. AUTOMATIC VEHICLE LOCATION PROGRAM – Scott Poster, Fire Chief, Newport Beach Fire Department**

Newport Beach Fire Department Chief Scott Poster provided a presentation regarding the Automatic Vehicle Location (AVL) Program. He addressed background, sending resources from one location to another, prior manual systems, Public Safety Answer Points, Computer-aided Dispatch (CAD), call-routing, a global perspective of 911-related statistics, implementation of County-wide AVL, current and future processes, high-acuity calls, priorities and examples of AVL.

Discussion followed regarding the Department's quick response time, risks of losing benefits if City apparatus and resources go to other areas, outside the City, trading resources, the pilot "STEMI" program and expansion of same, the stroke program, utilizing resources to get the best service to the customer, Automatic Aid agreements, responsibility for implementing the operation in the system, and interaction with Costa Mesa and OCFA.

Chair Allen opened public comments.

Jim Mosher opined the Chief made good arguments in terms of the Department's rapid response time in acute emergencies and suggested that it may be useful to generate a map showing under a county-wide AVL model, where the closest stations to Newport Beach residents are in Costa Mesa. He expressed an appreciation for the global thinking, but understands that many Newport Beach residents are only interested in assistance from Newport Beach staff. He commented on possible billing issues in terms of a resource-sharing service and stated there are still unanswered questions relative to the differences in service.

Chair Allen closed public comments.

## **VII. CURRENT BUSINESS**

### **A. ORAL REPORTS**

#### **1. CITY-WIDE AND HUMAN RESOURCES MATTERS – Sheri Anderson, HR Manager**

HR Manager Sheri Anderson addressed the HR Director Recruitment process and the Board's participation and provided an update of same. She added that the City hopes to hire a new director by mid-October, and provided an overview of the Assistant City Manager recruitment process. Ms. Anderson reported that staff is looking forward to participating in the Fire and Lifeguard Appreciation Dinner this week, and that negotiations are currently in progress with the Fire Association and Police Management Association and that the Police Management Association agreement will be on the next Council agenda. She provided an update on the "Tyler" project and offered flyers for the Newport Beach Chamber of Commerce 2016 Economic Forecast meeting on October 23.

**2. FIRE DEPARTMENT MATTERS – Scott Poster, Fire Chief**

Fire Chief Poster provided an update on Fire Department matters. He addressed the California Aid Program, status of current fires in the State, upcoming Fire Department promotional ceremony, the Firefighter and Lifeguard Appreciation Dinner on the 14 at the Marriott, the start of the Community Paramedic project, weather monitoring, gearing up for El Niño, details of Marine Operations, notable events, Labor Day weekend statistics, and upcoming events. He provided an overview of Life Safety Services including CERT and the Mutual Aid program and announced the 7 Annual Natural Preparedness Expo on September 17 at the Central Library courtyard.

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

Deputy Director of Police Services Jonathan Stafford provided an update of Police Department matters including awards, swearing in ceremony on September 3, the Citizen's Academy and volunteers. He also announced that Sergeant Kyle Cammack received the Investigator of the Year Award from the IAFCI Southern California chapter.

Discussion followed regarding the event at Balboa Island, today; and outsourcing parking control.

**VIII. 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 commented on the next Speak up Newport meeting on October 14 and reported that a presentation will be made by the City's Public Works Department about the City's aging seawalls.

**IX. ADJOURNMENT**

There being no further business to come before the Civil Service Board, the meeting was adjourned at 5:45 p.m.

*The agenda for the Regular Meeting was posted on Thursday, September 10, 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:

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Marissa Sur, Administrative Specialist to the Deputy City Manager  
City of Newport Beach, Human Resources

Approved by:

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Debra Allen, Chairperson  
Civil Service Board 2015/2016

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