



CITY OF NEWPORT BEACH CIVIL SERVICE BOARD AGENDA

City Council Chambers - 100 Civic Center Drive, Newport Beach

Monday, September 9, 2024 - 5:00 PM

Civil Service Board Members:

Paul Meyer, Chair
Brian Moore, Vice Chair
Laura Cowie, Board Member
Howard Herzog, Board Member
Sharon Wood, Board Member

Staff Members:

Barbara J. Salvini, Human Resources Director
Christopher Sorich, Deputy City Attorney
Tawny DeAnda, Administrative Assistant to the Human Resources Director

The Civil Service Board meeting is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Civil Service Board agenda be posted at least seventy-two (72) hours in advance of each regular meeting and that the public be allowed to comment on agenda items before the Board and items not on the agenda but are within the subject matter jurisdiction of the Civil Service Board. The Chair may limit public comments to a reasonable amount of time, generally three (3) minutes per person.

The City of Newport Beach's goal is 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, we will attempt to accommodate you in every reasonable manner. Please contact Barbara Salvini, Human Resources Director, at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible at (949) 644-3256 or bsalvini@newportbeachca.gov.

Questions and comments may be submitted in writing for the Civil Service Board's consideration by sending them to hr@newportbeachca.gov. To give the Civil Service Board adequate time to review your questions and comments, please submit your written comments no later than 5 p.m. the day prior to the Civil Service Board meeting. All correspondence will be made part of the record.

NOTICE REGARDING PRESENTATIONS REQUIRING USE OF CITY EQUIPMENT

Any presentation requiring the use of the City of Newport Beach's equipment must be submitted to the Human Resources Department 24 hours prior to the scheduled meeting.

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**

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

A. **APPROVAL OF MINUTES FOR THE AUGUST 5, 2024, REGULAR MEETING**

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

[Draft Minutes of 08-05-2024](#)

VI. **CURRENT BUSINESS**

2. **ORAL REPORTS**

A. **CITY-WIDE AND HUMAN RESOURCES MATTERS** - Tosha Arellano, Human Resources Analyst

B. **FIRE DEPARTMENT MATTERS** - Brian McDonough, Fire Battalion Chief

C. **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**

CITY OF NEWPORT BEACH CIVIL SERVICE BOARD MINUTES

Council Chambers
100 Civic Center Drive
Monday, August 5, 2024
Regular Meeting
5:00 p.m.

I. CALL MEETING TO ORDER

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

II. ROLL CALL

Civil Service Board Members:

Paul Meyer, Chair
Brian Moore, Vice Chair
Laura Cowie, Board Member - Absent
Howard Herzog, Board Member
Sharon Wood, Board Member

Staff Members:

Barbara J. Salvini, Human Resources Director
Natalie Asato, Human Resources Analyst
Christopher Sorich, Deputy City Attorney
Tawny DeAnda, Administrative Assistant to the HR Director

III. FLAG SALUTE – Vice Chair Brian Moore

IV. PUBLIC COMMENTS

None.

V. CONSENT CALENDAR

1. APPROVAL OF CIVIL SERVICE BOARD MEETING MINUTES

A. APPROVAL OF MINUTES FOR THE JULY 1, 2024, REGULAR MEETING

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

Motion made by Board Member Wood and seconded by Board Member Herzog to approve the Minutes for the July 1, 2024, regular meeting. Motion carried 4-0-0-1.

AYES: Moore, Herzog, Wood, Meyer
NOES: None
ABSTAIN: None
ABSENT: Cowie

VI. CURRENT BUSINESS

2. ORAL REPORTS

A. CITY-WIDE AND HUMAN RESOURCES MATTERS – Natalie Asato, Human Resources Analyst

Human Resources Analyst Natalie Asato reported:

- Human Resources is currently recruiting for two human resources specialists
- Human Resources recently welcomed a new intern, Alyssa Cruz
- University of California Irvine College Intern Daniel Kim will begin August 6, 2024; he will be spending five weeks gaining experience in a variety of human resources and risk management functions
- Employee Training Opportunities
 - Customer Service Training will be held on August 14, 2024
 - Editing and Proofreading Emails will be held on August 29, 2024
- Open Recruitment
 - Full Time: Department Assistant, Deputy City Attorney, Engineering Technician, Human Resources Specialist, Librarian III, Management Analyst, Planning Technician, Police Animal Control Officer, Police Community Services Officer – FT/PT, Police Dispatcher, Police Officer – Lateral, Police Officer – Recruit & Academy Graduate/Academy Enrolled, Senior Fiscal Clerk, Utilities Specialist
 - Part Time: Intern, Park Patrol Officer, Police Cadet, Public Works Technical Aide, Senior Recreation Leader

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

Assistant Fire Chief Justin Carr reported:

- Lifeguards
 - Statistics
 - Public Contacts: 8,511
 - Code Enforcements: 611
 - Boat Assists: 40
 - Medical Aids: 67
 - Preventative Actions: 23,622
 - First Aids: 296
 - Rescues: 1,529
 - Stingray Wounds: 96
 - Surfing Warnings: 749
 - Public Assists: 104
 - Animal Warnings: 42
 - Reunited Families: 427
 - Fourth of July weekend (07/04/2024 - 07/07/2024) had 807 rescues, 30 medical aids, and 12,423 prevents
 - July 6th was the 10th Anniversary of Ben Carlson's Last Rescue

- Officer Marienthal and Lifeguard Jose Cueto responded to a mutual aid request in Huntington Beach for a late-night missing swimmer a week ago, where the swimmer was later found deceased
- Gray Lunde Ironman had its biggest event that included 250 participants with the junior lifeguards
- The Ben Carlson Foundation hosted an adult pier jump and raised over \$25,000
- Over 1,200 junior lifeguards participated in the Monster Mile
- Fire Operations
 - Fourth of July weekend was one of the busiest on record for the Newport Beach Fire Department
 - One notable incident involved an altercation between four people that ended with three people being cut by a knife. A Newport Beach police officer arrived on the scene and quickly applied tourniquets to both affected legs of one patient, saving his life
 - July Deployments
 - Two type I engines with different strike teams (Park Fire in Chico)
 - One line Emergency Medical Technician Paramedic (EMTP) – Lake Fire
 - One Field Observer (FOBS) – Lake Fire
 - Two Safety Officers (SOFRs) – Park Fire
 - One type III engines – Nixon Fire
 - One Task Force Leader (TFLD) – Park Fire
 - Chief Boyles participated in the motorhome madness at the Orange County Fair along with Council Members Blom, Weigand, and Stapleton, and Assistant Chief of Lifeguards Brian O'Rourke, and retired Police Chief Jon Lewis
 - Seven firefighters are currently in the background phase of the hiring process

In response to Chair Meyer's inquiry, Assistant Fire Chief Justin Carr stated new hires are applying for open positions both laterally and fresh out of fire school.

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

Deputy Director of Police Services Jonathan Stafford reported:

- Fourth of July
 - Fourth of July was fairly uneventful
 - There was a fight resulting in a stabbing on the 2300 block of West Balboa
 - For the 24-hour period from 8:00 a.m. July 4th to 8:00 a.m. July 5th, there were 28 arrests (compared to 33 in 2023) and 722 Computer Aided Dispatch (CAD) events (compared to 751 in 2023)
- Staffing and Systems for the new Crime Information Center (CIC)
 - Civilian investigator openings are coming soon
 - Flock procurement passed City Council on July 9, 2024, with contract finalizations and hopes of beginning installation in the next few weeks
 - Fusus intelligence platform will be on the August 27, 2024, City Council agenda

- Teen Academy graduation was held on July 31, 2024
- Hiring/Training Update
 - Three recruits graduated from the Sheriff's Academy in July
 - Several more laterals and several recruits are in the final hiring stages
 - Two recruits are in the Orange County Sheriff's Academy (OCSA)
 - Two recruits have been hired and are awaiting the academy
 - Four recruits and one lateral are in training in the Field Training Officer (FTO) program
- In July 2024, CAD events totaled 10,138, a very slight decrease compared to 10,240 CAD events in July 2023.
- Crime Statistics through July 31, 2024, using National Incident-Based Reporting System (NIBRS) methodology
 - Person offenses were up 7.6 percent
 - Property offenses were down by 13.4 percent (199 crimes)
 - Society offenses were up 12 percent, but are heavily influenced by proactive narcotics arrests (598 of 687 crimes in this category are narcotics arrests [87%])

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

There being no further business to come before the Civil Service Board, the meeting was adjourned at 5:20 p.m.

The agenda for the Regular Meeting was posted on Thursday, August 1, 2024, 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:

Tawny DeAnda, Administrative Assistant to the Human Resources Director
City of Newport Beach

Approved by:

Paul Meyer, Chair
Civil Service Board 2024/2025