



# CITY OF NEWPORT BEACH CIVIL SERVICE BOARD AGENDA

City Council Chambers - 100 Civic Center Drive, Newport Beach

Monday, August 4, 2025 - 5:00 PM

**Civil Service Board Members:**

**Paul Meyer, Chair**  
**Brian Moore, Vice Chair**  
**Michael Denner, Board Member**  
**Howard Herzog, Board Member**  
**Sharon Wood, Board Member**

**Staff Members:**

**Barbara J. Salvini, Human Resources Director**  
**Sarah Rodriguez, Deputy Director of Human Resources**  
**Joseph Meeks, 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.

Availability of Public Records. Any disclosable public records related to an open session item on a regular meeting agenda and distributed to a majority of the members of the Civil Service Board less than 72 hours prior to that meeting are available for public inspection at City Council Chambers – 100 Civic Center Drive, Newport Beach during normal business hours, and available on our website at [newportbeachca.gov](http://newportbeachca.gov).

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 J. 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](mailto: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](mailto: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 items. 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 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 JULY 7, 2025, REGULAR MEETING**

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

[Draft Minutes of 07-07-2025](#)

VI. **CURRENT BUSINESS**

2. **ORAL REPORTS**

A. **CITY-WIDE AND HUMAN RESOURCES MATTERS** - Sarah Rodriguez,  
Deputy Director of Human Resources

B. **FIRE DEPARTMENT MATTERS** - Nicholas Stocks, 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, July 7, 2025  
Regular Meeting  
5:00 p.m.

## I. CALL MEETING TO ORDER

Chair 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  
Michael Denner, Board Member  
Howard Herzog, Board Member – Excused  
Sharon Wood, Board Member

### Staff Members:

Barbara J. Salvini, Human Resources Director  
Sarah Rodriguez, Deputy Director of Human Resources  
Maritza Leon-Mis, Senior Human Resources Analyst  
Joseph Meeks, Deputy City Attorney  
Tawny DeAnda, Administrative Assistant to the Human Resources Director

## III. FLAG SALUTE – Board Member Denner

## IV. PUBLIC COMMENTS

None.

## V. CONSENT CALENDAR

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

#### A. APPROVAL OF MINUTES FOR THE JUNE 2, 2025, REGULAR MEETING

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

**Motion** made by Board Member Wood and seconded by Vice Chair Moore to approve the Minutes for the June 2, 2025, regular meeting. Motion carried 5-0-0-1.

AYES: Denner, Meyer, Moore, Wood

NOES: None

ABSTAIN: None

ABSENT: Herzog

**B. APPROVAL OF MINUTES FOR THE JUNE 17, 2025, SPECIAL MEETING**

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

**Motion** made by Vice Chair Moore and seconded by Board Member Wood to approve the Minutes for the June 17, 2025, special meeting. Motion carried 5-0-0-1.

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

**VI. CURRENT BUSINESS**

**2. ORAL REPORTS**

**A. CITY-WIDE AND HUMAN RESOURCES MATTERS – Maritza Leon-Mis, Senior Human Resources Analyst**

Senior Human Resources Analyst Maritza Leon-Mis reported:

- Human Resources is recruiting for a new human resources specialist to assist with recruitment
- Facility Maintenance Technician Eddie Flores retired on June 30 after 43 years of service
- Employee Training Opportunities:
  - Happiness and a Positive Mindset will take place on July 9
  - Conflict Resolution will take place on July 24
- Open Recruitments
  - Full Time: Building Inspector II, Civil Engineer – Plan Check, Facilities Maintenance Technician, IT Analyst (GIS), Park Patrol Officer FT/PT, Police Officer – Lateral, Recruit, Academy Graduate/Academy Enrolled
  - Part Time: Assistant Recreation Coordinator, Intern, Maintenance Aide, Police Cadet, Public Works Technical Aide, Senior Recreation Leader

**C. FIRE DEPARTMENT MATTERS – Justin Carr, Assistant Fire Chief**

Assistant Fire Chief Justin Carr reported:

- Lifeguards
  - Statistics
    - Public Contacts: 8,674
    - Public Assists: 105
    - Animal Warning: 114
    - Code Enforcements: 79

- Boat Assists: 32
  - Surfer Warnings: 1,374
  - Preventative Actions: 14,320
  - Rescues: 654
  - First Aid: 322
  - Medical Aid: 47
  - Stingray Wounds: 146
  - Fourth of July was busy with 15-foot swells at the Wedge
  - A-Level scheduling and staffing started on June 7, with operations extended to 10:00 p.m. daily
  - Captain White led Community Emergency Response Team (CERT) training for students at Sage High School
  - Multiple rescues were performed at the Wedge on June 15, including a life-saving rescue by rookie Fischer Franczyk
  - The Junior Guards Program started on June 17 with 45 instructors and over 1,460 kids participating
  - Seawatch assisted the California State University, Long Beach Shark Lab with the deployment of a live shark monitoring buoy off the Corona Del Mar beach
- Fire Department
  - Statistics
    - Total Incidents: 1,116
    - Fires: 32
    - Medical: 839
    - Service Calls: 83
    - Other Emergencies: 162
  - Fire and lifeguard members participated in the annual Balboa Island Parade
  - Crews completed annual wildland refresher training
  - Fourth of July staffing included an additional fire engine, paramedic ambulance, and battalion chief
  - Fourth of July statistics
    - Responses from Fourth of July: 77
    - Responses over the weekend: 183
    - Fires with no significant losses: 15
    - 20% increase in incidents compared to last year
  - Laguna Beach brush fire in Bluebird Canyon
    - Newport Beach sent a battalion chief and three engines to assist
    - Air attack and ground crews worked to contain the fire
    - Newport Beach units expected to return after a few hours

Assistant Fire Chief Justin Carr addressed questions about the Junior Guard Program, noting that it's not limited to Newport Beach residents and that they are considering prioritizing residents for morning sessions in the future. He mentioned that there's a scholarship program for underprivileged children, implemented as part of an agreement with the Coastal Commission.

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

Deputy Director of Police Services Jonathan Stafford reported:

- Fourth of July weekend included 45 arrests, which is an increase from 30 arrests last year
- The Police Department is continuing the implementation of FUSUS, a mapping data visualization platform
  
- Hiring/Training Update
  - Two police officers have separated employment from the Newport Beach Police Department (NBPD); one returning to his former agency and one moving out of state
  - One lateral police officer and a community services officer have begun employment
  - Two laterals have received conditional offers
  - Eight recruits are in the Sheriff's Academy
  
- In June 2025, Computer Automated Dispatch (CAD) events totaled 8,193, a decrease from 8,985 CAD events in June 2024.
  
- Year to Date Crime Statistics
  - Person Crimes are down 22 percent
  - Property Crimes are down 10.8 percent
  - Society Crimes are down 10.2 percent
  - Total Crimes are down 12.5 percent

Deputy Director of Police Services Jonathan Stafford noted that while overall call volume has been lower this year, the Police Department has been more proactive, particularly as Corona Del Mar beach on the weekends; he also mentioned that Fourth of July weekend was busier than in recent years.

**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 Meyer noted that a special meeting is scheduled for Thursday, August 28, 2025, and proposed cancelling the September 8, 2025, meeting due to its proximity to the special meeting.

**Motion** made by Board Member Denner and seconded by Vice Chair Moore to approve the cancellation of the September 8, 2025, regular meeting.

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

**VIII. ADJOURNMENT**

There being no further business to come before the Civil Service Board, the meeting was adjourned at 5:21 p.m.

The agenda for the Regular Meeting was posted on Wednesday, July 2, 2025, 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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Tawny DeAnda, Administrative Assistant to the Human Resources Director  
City of Newport Beach

Approved by:

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Paul Meyer, Chair  
Civil Service Board 2024/2025

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