



**CIVIL SERVICE COMMISSION  
CITY AND COUNTY OF SAN FRANCISCO**

**LONDON N. BREED  
MAYOR**

**MINUTES  
Regular Meeting  
January 6, 2025**

**2:00 p.m.  
Room 400, CITY HALL  
1 Dr. Carlton B. Goodlett Place**

**This meeting will be held in person at the location listed above. Members of the public may attend the meeting to observe and provide public comment at the physical meeting location listed above or by calling (415) 655-0001 and entering meeting id # 2664 311 1604. Instructions for providing remote public comment are below.**

**LISTEN/PUBLIC COMMENT CALL-IN  
USA is (415) 655-0001 | Access Code: #2664 311 1604  
Press # twice to listen to the meeting via audio conference  
Dial \*3 when you are ready to queue**

**LONDON N. BREED, MAYOR**

**COMMISSIONERS**

**KATE FAVETTI  
President  
ELIZABETH SALVESON  
Vice President  
F.X. CROWLEY  
VITUS LEUNG  
JACQUELINE MINOR**

**SANDRA ENG  
Executive Officer**

The public is encouraged to submit comments in advance of the meeting by email at [civilservice@sfgov.org](mailto:civilservice@sfgov.org), or by voicemail message at the CSC Office main line at 628-652-1100. Comments submitted by 5:00 pm the Friday before the meeting will be included in the record. **Effective January 1, 2025, public comment received by email or voicemail at least three hours prior to the start of a meeting will be provided to the members of the Civil Service Commission and will be included in the record on the Civil Service Commission website. These public comments will no longer be read aloud at meetings.** During commission meetings, members of the public may use the Civil Service Commission's dedicated public comment line 1-415-655-0001, Access Code # 2664 311 1604

**CALL TO ORDER**

2:00 p.m.

**ROLL CALL**

President Kate Favetti	Present
Vice President Elizabeth Salveson	Present
Commissioner F. X. Crowley	Present
Commissioner Vitus Leung	Present
Commissioner Jacqueline P. Minor	Present

President Kate Favetti presided.

**REQUEST TO SPEAK ON ANY MATTER WITHIN THE JURISDICTION  
OF THE CIVIL SERVICE COMMISSION BUT NOT APPEARING ON  
TODAY'S AGENDA (Item No. 2)**

William Miles II, MTA, wished the Commission a Happy New Year as well as a Happy Anniversary. He informed the Commission that as part of their projects for SFMTA HR for 2025 he will be having staff look at Volume I and Volume IV of the Civil Service Commission Rules to look at areas where there might be inconsistencies between the rules over the years.

**APPROVAL OF MINUTES (Item No. 3)**

Regular Meeting of December 16, 2024 – 2:00 p.m.

**Action:** Adopted the Minutes as corrected. (Vote of 5 to 0)

**ANNOUNCEMENTS (Item No. 4)**

Items severed from the Ratification Agenda:

1. PSC #DHRPSC0004808 v 1.01 from the City Administrator.
2. PSC #DHRPSC0004625 v 1.01 from the Airport
3. PSC #DHRPSC0004674 v 1.01 from the Airport
4. PSC #DHRPSC0004780 v 1.01 from the Department of Public Health

**0359-24-1 Commendation for Gilda Cassanego, Senior Human Resources Analyst, Department of Human Resources, for her dedicated service to the City and County of San Francisco. (Item No. 5)**

**Speakers:** President Kate Favetti  
Gilda Cassanego

**Action:** Accepted the Commendation. (Vote of 5 to 0)

**Public Comment:** Shawn Sherburne, DHR  
Sandra Eng, Executive Officer, CSC  
Mirna Palma, HSA

**0360-24-1 Commendation for Nancy Chin, Training and Organizational Development Director, Department of Public Works for her dedicated service to the City and County of San Francisco. (Item No. 6)**

**Speakers:** President Kate Favetti  
Nancy Chin

**Action:** Accepted the Commendation. (Vote of 5 to 0)

**Public Comment:** Commissioner Vitus Leung

**0361-24-1 Commendation for Valerie Coleman, Manager of Employee Services, Municipal Transportation Agency, for her dedicated service to the City and County of San Francisco. (Item No. 7)**

**Speakers:** President Kate Favetti  
Valerie Coleman

**Action:** Accepted the Commendation. (Vote of 5 to 0)

**Public Comment:** William Miles II, MTA  
Sandra Eng, Executive Officer, CSC  
Ify Omokaro, MTA

**0362-24-1 Commendation for Luz Morganti, Senior Human Resources Analyst, Civil Service Commission for her dedicated service to the City and County of San Francisco. (Item No. 8)**

**Speakers:** President Kate Favetti  
Luz Morganti

**Action:** Accepted the Commendation. (Vote of 5 to 0)

**Public Comment:** Sandra Eng, Executive Officer, CSC  
William Miles II, MTA  
Mirna Palma, HSA  
Commissioner Jacqueline Minor

### **HUMAN RESOURCES DIRECTOR'S REPORT (Item No. 9)**

Carol Isen, Human Resources Director reported on one item regarding the reports that DHR produces for the Commission. DHR did a compendium of those reports and will save the details for a staff report to the Commission. We count like more than 20 reports that we give annually, some of them biannually, some of them more frequent. All the reports take staff work, they require a lot of detail and attention, and we go through, an approval process that comes to me and ultimately goes into your commission schedule to get on your calendar. Some of these reports are required by your rules, but many of them are not. They're required by various commission actions that have been taken over time. And what we just want to clarify is the extent to which some or all these reports are meeting the Commission's current needs. We do have some ideas of which ones we believe really are just providing you with, data, but really aren't offering any new insight or any corrective actions that need to be taken. I'm hoping that this commission will consider calendaring this item sooner rather than later so that we can get direction from you and plan our resources accordingly.

### **EXECUTIVE OFFICER'S REPORT**

**0363-24-1 Fiscal Years 2025-26 and 2026-27 Mayor's Budget Instructions and Department Budget Preparation Schedule. (Item No. 10)**

**Speaker:** Lavena Holmes, Deputy Director, CSC

**Action:** Direct Commission staff to prepare Fiscal Years 2025-27 Budget Request to maintain or improve the appropriate staffing level to meet ongoing and future service needs; continue to negotiate the budget necessary to achieve mission critical results; present Budget Request at the Commission meeting of February 3, 2025; incorporate changes made by the Commission up to the Budget Request submission deadline; and approve to submit the Fiscal Years 2025-27 Budget Request to the Controller and the Office of the Mayor by February 21, 2025. (Vote of 5 to 0)

**0364-24-8 Legacy Personal/Professional Services Contracts (PSCs) – Proposed ServiceNow Conversion Solution. (Item No. 11)**

**Speakers:** Lavena Holmes, Deputy Director, CSC  
Mike Cotter, DHR

**Action:** Allow DHR and OCA to automatically override, if necessary, the approximately 260 legacy PSCs, which now represent only 9% of all legacy PSCs remaining to be imported to the new PSC Service-Now Application. (Vote of 5 to 0)

**0364-24-1 Civil Service Commission Advisers. (Item No. 12)**

**Speakers:** Sandra Eng, Executive Director  
Carol Isen, Human Resources Director  
Kate Kimberlin, Deputy City Attorney

**Action:** Discussed and continued to a future meeting to allow for review by City Attorney and Department of Human Resources.  
(Vote of 5 to 0)

**0366-24-8 Review of Request for Approval of Proposed Personal Services Contracts.  
(Item No. 13)**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0004093 v 0.01	City Administrator	\$1,000,000	<p>Contractor(s) shall provide digital maintenance support service plans for lighting control systems at various City-owned buildings. The maintenance services will consist of immediate remote support, onsite support, and onsite or remote implementation training for City building facilities staff. The maintenance service plan will also consist of scheduled IT, integrated hardware and software, and smart technology maintenance to ensure uninterrupted service of the buildings' lighting control systems. The service plan will also include troubleshooting control system issues such as a loss of communication between the system and the controller, which could lead to inappropriate amount of lighting in the City buildings. Additionally, the equipment will be 100% covered for purchase and replacement (not installation) through the contractor as a certified reseller.</p> <p>Remote training modules are offered through an online database. If the modules prove to be unsuccessful due to the complexity of the systems, then City staff will periodically be trained to operate digital controls to set up schedules for system features, such as the brightness of the lights and when the lights are powered on and off.</p>	New	60 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0004771 v 0.01	City Administrator	\$12,000,000	<p>Under CA Labor Code Section 1776 and S.F. Admin. Code Section 6.22(E) all construction contractors working under contracts issued by the City of San Francisco awarding bodies and performing work covered by prevailing wage requirements are required to provide certified payroll records (CPRs) to the City.</p> <p>The Office of Labor Standards Enforcement (OLSE) seeks a vendor to provide a certified payroll and labor compliance system through a software license. The system, hosted on the vendor's secure server, will enable workforce program reporting and support the management of labor law compliance. For prevailing wage projects, the system will verify pay rates and identify potential violations. The vendor will also conduct training for City contractors, subcontractors, and approximately 700 City employees on how to use the system effectively.</p>	New	120 months
DHRPSC 0004808 v 0.01	City Administrator	\$975,000	<p>The City aims to partner with a nonprofit that has the operational and financial expertise to manage all aspects of the Alemany Farmers' Market every Saturday of the year, rain or shine, year-round, between the hours of 6am and 4pm. This involves creating a welcoming social gathering space for all community members, overseeing vendor operations, collecting fees, and ensuring a dignified, culturally appropriate experience for low-income customers using food assistance programs which increase their purchasing power at the Market, including but not limited to Electronic Benefits Transfer (EBT), Market Match, EatSF Vouchers, Women, Infants, and Children (WIC) Farmers' Market Nutrition Program, Supplemental Nutrition Assistance Program (SNAP), and Senior Farmers' Market Nutrition Program.</p> <p>Specific services include communication with farmers and community members; permitting vendors; confirming compliance with local, state, and federal guidelines; ensuring safety; administering loading and unloading plans; assuming financial, fiduciary, and legal responsibility; and offering services and signage in English, Spanish, and Chinese.</p>	New	36 months
DHRPSC 0004625 v 0.01	Airport	\$25,000,000	<p>Contractor will provide overall management expertise and oversight of the program. The scope of services includes design management and construction management services, project controls, contract administration, cost estimating services, material testing, quality control, and field inspections. Contractor will support the Airport through all project phases from planning, development, design, construction, to closeout.</p>	New	48 months
DHRPSC 0004674 v 0.01	Airport	\$10,000,000	<p>The Airport is seeking to award two contracts for construction management support services that would support and augment City staff and provide specialized services outside the expertise or capacity of current staff. The services will support the implementation of projects associated with the Airport's Capital Improvement Plan and operational projects. The services will allow staff to provide pre-construction services and manage the construction phase for various types of construction projects in a timely and efficient manner.</p> <p>As-needed services include resident engineering, office engineering, construction inspection, special inspection and testing, material testing and reporting, safety management, construction cost estimating, project controls/scheduling, procurement and contracts assistance, computer-aided design (drafting), surveying, and underground utility locating.</p>	New	60 months
DHRPSC 0004778 v 0.01	Airport	\$600,000	<p>San Francisco International Airport ("SFO" or "Airport") is looking for a contractor to offer individual coaching and customized training such as seminars, workshops, or retreats to its executive and management team. The contractor will 1) create personalized development plans and lead coaching sessions to support career growth and skill improvement, 2) develop customized training programs to meet the Airport's specific needs, and 3) review and provide recommendations on current Airport training programs to ensure they align with the Airport's strategic plan.</p>	New	60 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0004827 v 0.01	Airport	\$3,000,000	Contractor to provide San Francisco International Airport (SFO or Airport) with on-going design, configuration, implementation, integration, maintenance and support services to ensure the continuing operation of the existing audio/video (AV) conferencing systems at certain Airport locations and the deployment of systems at new Airport locations as-needed.	New	60 months
DHRPSC 0004784 v 0.01	Building Inspection	\$28,000,000	<p>Request for Proposal to seek qualified Proposers to provide Structural Engineering, Geotechnical Engineering, and Seismic Hazard and Ground Motion Review (Peer Review) of tall building plans above 240 feet (25 stories &amp; higher), or, addition, alteration or retrofit of existing tall buildings above 240 feet. Selected Proposers in these disciplines make up the tall building review team composed of a Structural Engineer, a Geotechnical Engineer and an academic structural reviewer. Reviews shall be performed in accordance with Administrative Bulletin No. AB-083. Reviews of tall buildings will be as-needed professional services (tall building project based).</p> <p>The Director or staff designee will determine the scope of services and Review disciplines required for each tall building project. Members of the tall building Review Team (referred to herein as "Consultants") for each tall building project will be selected from one or more of the following Review disciplines: structural engineering review/practicing structural engineer; structural engineering review/academic; geotechnical engineering, seismic hazard and ground motion review. Work of the Review Team supplements the normal plan review services provided by the Department.</p> <p>The scope of services to be provided by consultants shall be as described in Administrative Bulletins No. AB-082 and AB-083, as applicable to the Consultant's respective discipline. At the discretion of the Director, and on a case-by-case basis, the scope of services for each Consultant may also include review of other specific aspects of tall building design, such as wind resistance, special foundation systems, unusual and critical gravity load elements, or critical non-structural elements. Each Consultant shall be selected by the Department based on the Consultant's qualifications applicable to the project and considering Consultant's availability relative to the project schedule. The Department may, at its discretion, consult with the Project Sponsor, Engineer of Record, or others before selecting the Consultants, with the final selection of the Consultants being the sole responsibility of the Department. Consultants shall disclose to the Department, or staff designee, in writing, any potential conflicts of interest related to the project under consideration, the desired scope of Review, or the ability of the Consultant to be independent and objective.</p>	New	96 months
DHRPSC 0004780 v 0.01	Public Health	\$3,900,000	Contractor will provide administration of the Intensive Case Management (ICM)/Full-Service Partnership (FSP) Outpatient Transition Support Program. Services will include peer-based support such as outreach, peer support groups, peer linkage services, harm reduction education, and strengths assessment surveys. The program will focus on transitioning clients from higher levels of care (ICM/FSP) to lower levels of care (Outpatient Treatment) and leverage the expertise of peers with lived experience as mental health and/or substance abuse consumers. Services will also include employing peers, onboarding them, and supervising staff. Additionally, services will include maintaining Human Resources best practices, including personnel file management.	New	60 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0004812 v 0.01	Public Health	\$2,100,000	Contractor will provide the following services: develop community mental health training curricula, deliver this training to front-line staff and their supervisors at San Francisco community-based organizations, and evaluate participant feedback. Additionally, the contractor will hold focus groups with mental health clinicians and clients who speak languages other than English to gather their cultural and linguistic words, terms, and phrases, and ultimately create a glossary to enhance therapeutic services that can be shared with San Francisco Department of Public Health (DPH) Behavioral Health Services (BHS) mental health clinicians. Contractor will also deliver a workforce retention and learning academy specifically for DPH BHS Black, Indigenous, and People of Color (BIPOC) mental health clinicians.	New	60 months
DHRPSC 0004875 v 0.01	Human Resources	\$3,840,000	Background Investigation Services for both pre-employment and promotional employment for the following types of positions: <ul style="list-style-type: none"> <li>• Law Enforcement (applies to sworn positions): Backgrounds will be performed in compliance with the California Commission on Peace Officer Standards and Training POST Regulation 1953 and Government Code Section 1031.</li> <li>• Civilian positions.</li> </ul> A. Law Enforcement Backgrounds (applies to sworn positions) Backgrounds will be in compliance with POST Regulation 1953 and Government Code Section 1031. B. Pre-employment Law Enforcement Background Investigations (Promotional Background Investigations) shall include the following: C. Pre-employment Background Investigations for Civilians shall include the following:	New	60 months
DHRPSC 0004832 v 0.01	Human Services Agency	\$1,972,300	Selected vendor will develop and implement an Online Resource Directory (ORD) that meets the needs of Disability and Aging Svcs (DAS)' target population. This includes Project Management to prepare a plan and strategy for timelines, milestones, deliverables, status meetings, testing, trainings, and post-launch plan. Vendor will customize the look and feel of the ORD according to DAS and SFHSA brand standards, configure landing page and service categories, flag programs as prioritized, included, and excluded in the ORD, and develop, host, and maintain the platform based on business and functional needs of DAS. Vendor will work with SFHSA I.T. to integrate ORD with HSA and/or CCSF websites, complete technical integration of platform with DAS' system of record, provide training to DAS users and Community Provider Partner users on the use of the platform, provide ongoing End-User Support, and provide access to data entered in the platform.	New	54 months
DHRPSC 0004579 v 0.01	Public Library	\$800,000	This contract is part of a multi-year, multi-prong, multi-lingual effort to increase the number of library users and participants in San Francisco through a sustained outreach strategy that meets potential patrons where they consume their information, whether that is traditional print, radio or tv media or digital platforms, such as social media or other streaming platforms. Campaigns will reflect a variety of SF Public Library initiatives and resources and services. The firm would have expertise and would be responsible for deliverables in the following areas: Strategy and Marketing - Executing campaigns on all media platforms: social media, digital, print, traditional radio and streaming audio and television. Market Research - Provide intelligence support to inform target marketing. Media Planning & Buying Evaluation - Analyze metrics and impacts to provide real-time feedback to maximize media efficiency. Provide detailed campaign reports. Full Creative & Graphic Design Services	New	60 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0004435 v 0.01	Municipal Transportation Agency	\$4,000,000	<p>The SFMTA is seeking professional joint-development program services on an as-needed basis. The selected Consultant must be able to provide a broad range of joint-development program services, either by direct assignment of its own personnel or through Subconsultants, including, but not limited to, architecture, development, planning, public outreach and engagement, cost estimating, and real estate finance.</p> <p>Joint-development is a real estate development transaction between the SFMTA and another entity on the SFMTA property that includes non-SFMTA uses (e.g., housing, commercial). The SFMTA and the other entity both receive benefits, and the other entity is responsible for the costs of the non-SFMTA uses.</p>	New	90 months
DHRPSC 0004179 v 0.01	Public Utilities Commission	\$9,750,000	Provide Construction Management staff augmentation services for multiple San Joaquin Pipeline Projects. As part of the SFPUC's Hetchy Capital Improvement Project, these projects will help improve the operational use and safe entry of the San Joaquin Pipelines. The Construction Management staff augmentation services required for the Projects include, but are not limited to day to day, construction administration, construction inspection, construction contracts management, construction coordination, change order management, and project documentation controls and archiving.	New	54 months
DHRPSC 0004389 v 0.01	Public Utilities Commission	\$2,500,000	The San Francisco Public Utilities Commission operates a no-cost resource center for Local Business Enterprises interested in or currently working on San Francisco Public Utilities Commission contracts. The Contractors Assistance Center supports the agency- and city-wide goals of providing support services to small businesses in San Francisco to better access, compete, and perform on contracts, thereby serving the public interest of fostering economic growth and independence for San Francisco and its taxpayers. Contractors will be providing support for the Contractors Assistance Center by delivering support services in three areas to local, small businesses interested in, or currently working on, San Francisco Public Utilities Commission projects: (1) one-on-one technical support in general business operations, bidding and estimating support, and support with contract management, including change orders, project scheduling, cash flow management, and contract close out; (2) seminars, classes, and workshops on business operations, business management, business expansion and overall good business practices and planning; (3) supporting City staff to identify upcoming bid opportunities and potential opportunities and challenges to participation by small, local businesses and to advise on outreach and engagement to local businesses and workforce regarding programming and support needs.	New	60 months
DHRPSC 0004520 v 0.01	Public Utilities Commission	\$32,000,000	<p>Professional services assistance is needed to support operation and management of the SFPUC Wastewater Enterprise. The as-needed work includes the following general service categories:</p> <ol style="list-style-type: none"> <li>1. Wastewater Services</li> <li>2. Stormwater Services</li> <li>3. Operational Strategy Services</li> <li>4. Asset Management Services</li> <li>5. Environmental/Regulatory Compliance for Wastewater Operations, Hazardous Materials and Waste Services</li> <li>6. Health and Safety Services</li> <li>7. Coastal Protection, Sedimentation and Erosion Analysis</li> <li>8. Branding Strategy and Marketing</li> <li>9. Emergency Planning, Technical Assistance and Training Support</li> <li>10. Wastewater Process Engineering</li> </ol>	New	60 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0004854 v 0.01	Public Utilities Commission	\$3,500,000	<p>The San Francisco Public Utilities Commission (SFPUC) - Hetch Hetchy Water and Power (HHWP) intends to award an approximately \$50 million (including \$3.5 million professional design services) Progressive Design Build (PDB) agreement to resolve 115 clearance violation locations along the HHWP Power Transmission System. There are 160 linear miles of high-voltage transmission lines, which begin at SFPUC generation facilities in Tuolumne County and terminate in Newark, Alameda County. Mitigation methods may include, but are not limited to: tower replacements, tower extensions, specialized insulator assemblies, and mid-span structures (or interset structures).</p> <p>The \$3,500,000 design portion of the PDB procurement will complete the detailed design utilizing the planning documents (~10% design level) to be provided in the combined Request for Qualification and Request for Proposal (RFQ/P). The duration of the design portion is approximately 1 year, and the duration of the engineering support during construction (ESDC) is approximately 2 years.</p>	New	38 months
DHRPSC 0004869 v 0.01	Public Utilities Commission	\$3,000,000	<p>Service technicians shall have sufficient technical knowledge, journeyman level with a minimum of 5 years of experience, and are required to have the skills, training and experience to perform inspection, troubleshooting, repair, refurbishing and testing services on motors up to 10,000 horsepower and their components, i.e., windings, bearings, brushes, stator, rotor, armature, commutator and seals. This work is highly specialized work that requires specific knowledge, expertise, special instrumentation, tools and equipment (surge tester, test panels, core loss tester, balance machine, vibration analyzers, micrometers, etc.) to perform the work. Electric motor work must also be performed by a qualified motor shop and the shop shall be a certified member of EASA (Electrical Apparatus Service Association).</p>	New	60 months
DHRPSC 0004880 v 0.01	Technology	\$10,000,000	<p>The Unified Enterprise Support Services is a Microsoft offering that includes a comprehensive set of services to help the City with any issues arising with the use of Microsoft licenses. The set of services includes prioritized 24x7 problem resolution for issues that may arise in the City's daily use of their products. Microsoft employees will provide root-cause analysis, technical support, and escalation management (if needed) for all reported incidents, and will oversee cases until completely resolved. These services are provided by Microsoft employees remotely and includes either phone and/or web-based technical support in the form of advice and guidance, as well as troubleshooting specific problems, error messages or functionality for products that are not working as intended.</p> <p>The Unified Enterprise Support Services also includes service delivery management, whereby Microsoft employees will field inquiries from any of the 50+ City departments regarding product access, functionality and available security upgrades. This service will aid the City in optimizing the full capabilities of the Microsoft products.</p> <p>The cost for this offering is based on a percentage of the City's total Microsoft spend in the prior 12 months. This program will provide the City with Microsoft Technical Account Managers and engineers who will assist City Staff in implementing Microsoft software products and work with City Staff to maximize the efficiency and deployment of Microsoft Products. These services require technical expertise and knowledge of proprietary Microsoft software products that City Staff do not have. City employees do not have Enterprise level Microsoft deployment rights, access from an architectural level, or access to source code which are required to perform these functions.</p> <p>In addition to the above, the new EA will allow for the procurement of consulting services on an as needed basis. Consulting services range from digital transformation design, planning and implementation, to cyber security services such as threat/vulnerability mitigation and identity/access control. Any department who wishes to retain Microsoft for such services will be able to do so through the Citywide EA.</p>	New	61 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0002080 v 1.01	Municipal Transportation Agency	Current Approved Amount \$787,500 Increase Amount Requested \$99,000 New Total Amount Requested \$886,500	Ongoing repair, maintenance service and parts for the (Northern) Alarm System installed at (12) San Francisco Municipal Transportation Agency (SFMTA) facilities by qualified technicians. System is composed of (1) server, winpak software with (5) licenses, (49) Northern alarm panels, (25) SIO boards, (163) card readers, (25) door contacts, (36) motion detectors, (19) panic alarms and (26) miscellaneous devices. Over 6,000 access cards issued to employees, consultants and contractors with 225 customized access levels tailored to meet the agencies current needs.	Amendment	Increase months 24 Total months 120

**Note:** *New Personal Services Contracts start date may not exceed eighteen (18) months after approval/commission meeting date.*

**Speakers:** Amanda Wentworth from the City Administrator spoke on PSC #DHRPSC0004808 v 0.01

Victor Madrigal and Daniel Lee from the Airport spoke on PSC #DHRPSC0004625 v.0.01

Victor Madrigal from the Airport spoke on PSC #DHRPSC0004674 v.0.01

Reanna Albert and Tracey Helton from the Department of Public Health spoke on PSC #DHRPSC0004780 v 0.01

**Action:**

- Approved PSC #DHRPSC0004808 v 0.01 from the City Administrator. (Vote of 5 to 0)
- Approved PSC #DHRPSC0004625 v.0.01 from the Airport with the condition to include the description of the program and to report back in six (6) months on the hiring of the design professionals and looking at other options to potentially bring back retirees to work as Prop F to support some of the areas of work and hiring 6318 Construction Inspectors to retain in-house work. (Vote of 5 to 0)
- Approved PSC #DHRPSC0004674 v.0.01 from the Airport with condition to report back in two (2) years on the hiring status for this project. (Vote of 5 to 0)
- Approved PSC #DHRPSC0004780 v 0.01 from the Department of Public Health. (Vote of 5 to 0)
- Adopted the report. Approved the requests for the remaining proposed Personal Services Contracts; Notify the Office of the Controller and the Office of Contract Administration. (Vote of 5 to 0)

**Public Comment on all matters pertaining to Item 16 including public comment on whether to hold Item 16 in closed session. (Item No. 14)**

None.

**Vote on whether to assert the attorney – client privilege and hold closed session to confer with legal counsel pursuant to San Francisco Administrative Code Section 67.10 (d) (1) and California Government Code Section 54956.9 (a) – Conference with Legal Counsel – Existing Litigation. (Item No. 15)**

The Commission voted to go into Closed Session for item 16. (Vote of 5 to 0)

**0367-24-9 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION - San Francisco Municipal Attorneys Association v. City and County of San Francisco (Case No. SF-CS-2157-M, Public Employment Relations Board, filed February 1, 2024). (Item No. 16)**

**Closed Session for this item started at 3:58 p.m. and the following were present:**

President Kate Favetti, Civil Service Commission  
Vice President Elizabeth Salveson, Civil Service Commission  
Commissioner FX Crowley  
Commissioner Vitus Leung  
Commissioner Jacqueline P. Minor  
Sandra Eng, Civil Service Commission  
Lavena Holmes, Civil Service Commission  
Katharine Porter, Office of the City Attorney  
Carol Isen, Department of Human Resources  
Ardis Graham, Department of Human Resources  
Elizabeth Aldana, Civil Service Commission  
Shamika Gordon, Civil Service Commission

**Closed Session for this item ended at 4:37 p.m.**

**Speakers:** Katherine Porter, Office of the City Attorney  
Ardis Graham, Department of Human Resources

**Reconvene in Open Session. Vote to elect whether to disclose any or all discussions on Item 16 in closed session (S.F. Admin. Code §67.12 (a)) (Item No. 17)**

**Reconvened in Open Session at 4:41 p.m.**

**Action:** The Commission voted not to disclose any discussions in closed session.  
(Vote of 5 to 0)

**COMMISSIONERS' ANNOUNCEMENTS/REQUESTS (Item No. 18)**

President Kate Favetti requested a draft proposed Rule Change to Volumes I and IV to allow public inspection of adopted eligible lists consistent with other volumes be calendared at a future meeting.

**ADJOURNMENT (Item No. 19)**

4:45 p.m.