



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

**DANIEL LURIE  
MAYOR**

**MINUTES  
Regular Meeting  
February 2, 2026**

**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 644 0905. Instructions for providing remote public comment are below.**

**LISTEN/PUBLIC COMMENT CALL-IN  
USA is (415) 655-0001 | Access Code: #2664 644 0905  
Press # twice to listen to the meeting via audio conference  
Dial \*3 when you are ready to queue**

**DANIEL LURIE, MAYOR**

**COMMISSIONERS**

**KATE FAVETTI  
President**

**JACQUELINE MINOR  
Vice President**

**VITUS LEUNG  
ADAM WOOD**

**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 (415) 655-0001, Access Code #2664 644 0905.

**CALL TO ORDER**

2:00 p.m.

**ROLL CALL**

President Kate Favetti	Present
Vice President Jacqueline P. Minor	Excused
Commissioner Vitus Leung	Present
Commissioner Adam Wood	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)**

**Dante Vickers**, “I’m the business rep for Local 1414. Good afternoon, President and members of the Civil Service Commission. I’m speaking about the San Francisco MTA budget deficit and the change management and the discussion on working conditions and benefits. First, the members provided essential services throughout the pandemic, often in the field and onsite helping to keep the city running during the historic public health emergency. Those sacrifices and the risks taken by our members and their families have never been properly acknowledged. Secondly, Local 1414 performs critical work when other modes are unavailable or inadequate, we support the system with maintenance and reliable diesel hybrid service when electrified services are disrupted. With the Potrero Yard project beginning soon diesel hybrid buses will be needed to cover runs that can’t be sent out from Potrero. Once again, our members are stepping up to keep the city moving. Third, we understand management is considering cutting early morning shifts as a cost saving measure, but many of those shifts exist to meet real operational needs. Removing them will reduce efficiency and reliability and it unfairly places an inappropriate share of cuts on our members. Finally, many proposals seem driven by spreadsheets alone without fully considering safety and real-world operations standardizing work practices across very different conditions. Without that context, (you) risk making service less safe and less reliable. We urge you to push for solutions that balance physical responsibility with safety reliability, and respect for the workforce that keeps San Francisco moving. Thank you.”

**Richard Bernal**, “Good afternoon President and members of the Civil Service Commission. I am a body shop supervisor currently with SFMTA with 26 years of service. I’ve worked my way up from automotive painter to my current classification. And we are asked again to do more with less when frontline maintenance or supervisory coverage is reduced without adding resources. The public ultimately pays for these decisions both as taxpayers and as riders. They fund this system and they trust that the buses operating on city streets are safe, reliable, and properly maintained. When staffing is stretched too thin, effects take longer to resolve, all buses come out late or not at all. Our risk increases, riders feel it first, especially seniors, people with disabilities, and working families who depend on transit to move safely through this city. Management has emphasized accountability. Accountability requires documented verifiable savings. Alignment with existing MOUs and consistent application across divisions. Anything less shifts risk

on the workers, riders and the public. We maintenance employees are essential workers, we proved that during COVID and we continue to do so now. I respectfully ask the Commission pause reductions that weaken frontline maintenance and supervisory coverage, require transparent justification for claim savings and direct management to work on solutions to protect public safety service, reliability and equity. I'll conclude with four questions. Is it the truth? Is it fair to all concerns? Will it build goodwill and better friendships? Will it be beneficial to all concerns? Thank you.”

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

Special Meeting of January 26, 2026 – 9:00 a.m.

**Action:** Adopted the Minutes. (Vote of 3 to 0)

**ANNOUNCEMENTS (Item No. 4)**

None.

President Kate Favetti announced that Item #10 will be heard before Item #9

Items severed from the Ratification Agenda:

PSC #DHR 0005999 – v0.01 from the Controller

PSC #DHR 0005888 – v0.01 from the Department of Public Works

PSC #DHR 0005229 – v1.01 from the Department of Public Health

Public comment, including public comment on any additional Ratification or Consent items that the public would like severed from the agenda.

None.

**(0015-26-1) Commendation for Lizzette Henriquez, Rules, Personnel & Office Coordinator, Civil Service Commission for her dedicated service to the City and County of San Francisco. (Item No. 5)**

**Speakers:** President Kate Favetti  
Commissioner Adam Wood  
Commissioner Vitus Leung

**Action:** Accepted the Commendation. (Vote of 3 to 0)

**Public Comment:** Sandra Eng, Executive Officer  
Carol Isen, Human Resources Director

**HUMAN RESOURCES DIRECTOR'S REPORT (Item No. 6)**

**Carol Isen**, “President Favetti, members of the Commission. I've asked Julia Ma our Organizational Development and Training Director to join us. She's going to give a brief presentation on steps that we've taken to improve our training offerings and requirements in equitable workforce and respecting the workplace. We've recently combined three distinct trainings into one based on feedback received that there was a certain amount of overlap and repetitive material. To strengthen that training and Ms. Ma is going to give you an overview and talk a little bit about it.”

**Julia Ma**, “Good afternoon, Commissioners. I'm DHR's Workforce and Organizational Development Director. I'm here today to provide you with highlights of our annual employee training requirements that set forth expectations around Equitable, Fair and Respectful Workplace culture. One of the busiest teams I support within my division is DHR's instructional design team. This tiny team is responsible for working with subject matter experts to create, update, and administer all citywide online training courses housed in SF learning, which is the city's learning management system. DHR leaders determine the annual set of online training requirements for the new year to comply with federal, state and local laws and to convey relevant and timely information on policy, and protocols for the workforce. For the 2026 calendar year, I would like to highlight one of the notable training requirements that we have just rolled out to the city workforce. This is the brand new course entitled Supporting Workplace Culture. This new course consists of three short modules, Respectful Workplaces, Bias at Work, and Recognizing Identities. This training program supports employees to understand key policies and practices that promote respectful and inclusive city workplaces. This new course actually consolidates essential concepts from three longer trainings that are still available for self-enrollment in SF learning. These three longer trainings are in Introduction to Implicit Bias, Equitable Fair and Respectful Workplace training, and Gender Diversity training. In addition to this new training course, supervisors, managers, and leads are required this year to complete their state-mandated 2-hour harassment prevention training. This is a friendly reminder that all commissioners and board members are also required to complete the harassment prevention training this year. Lastly, I want to highlight that all employees will complete the annual Workplace Violence Prevention training also required by state law. This important training covers core concepts around workplace safety and emphasizes critical reminders for employees to observe and report any workplace concerns that they see that may jeopardize employee safety. Additionally, a review of basic protocols around active shooter training is also a core component of this training course. Thank you commissioners for your ongoing support of DHR's training efforts, and please remember to complete your 2026 online training courses in SF learning.”

**EXECUTIVE OFFICER'S REPORT (Item No. 7)**

Sandra Eng, Executive Officer, reported that the budget is due soon and Lavena Holmes, Deputy Director, is working with the Mayor's Office to deliver the FY 2026-27 and FY 2027-28 budget.

**(0011-26-8) Review of Request for Approval of Proposed Personal Services Contracts.  
(Item No. 8)**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005999 - v0.01	Controller	\$1,500,000	Provide professional services to configure and provide technical integration of the Citywide hosted financial reporting solution to prepare the City's mandatory Annual Comprehensive Financial Report reports and fulfill future legislative accounting requirements that are in compliance with the Governmental Accounting Standards Board, and Government Finance Officers Association.	New	48 Months
DHRPSC 0005888 - v0.01	Public Works	\$950,000	Asset Management Support Project: San Francisco Public Works (SF Public Works) requires specialized professional services to support the advancement of its Asset Management Program. The work involves assessing current asset management practices, identifying and recommending improvements, and developing tools, plans, and training to enhance the department's ability to make data-informed operating and capital investment decisions.	New	48 months
DHRPSC 0005545 - v0.01	Public Works	\$500,000	Citywide Trash Can Sensors: The Selected Proposer (Vendor) will provide a comprehensive trash can sensor system and associated services to improve the management and maintenance of San Francisco's public trash cans, tasks included: 1) Deliver Furnish and install 3,500 trash can sensors in existing public trash can receptacles across designated locations within the City of San Francisco. 2) Provide a Data Management and Monitoring System with associated licenses and user rights that can be integrated with existing City systems. 3) Conduct training sessions and onboarding for Public Works staff to ensure they can effectively use the data management and monitoring system. 4) Provide ongoing regular maintenance on the trash can sensors.	New	72 months
DHRPSC 0005229 – v1.01	Public Health	Current Approved Amount \$4,000,000 Increase Amount Requested \$5,640,744 New Total Amount Requested \$9,640,744	The selected contractor(s) will provide substance use residential services at American Society of Addiction Medicine (ASAM) Level 3.1, clinically managed low-intensity residential services, for youth up to the age of 18 years old experiencing high level of substance use and meeting the ASAM criteria for residential services.	Amendment	Increase months 0 Total months 61

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

**Speakers:** Joyce Kimotsuki and Michael Rottmayer from the Controller spoke on PSC #DHRPSC0005999 – v0.01.  
Jerad Weiner from the Department of Public Works spoke on PSC #DHRPSC0005888 – v0.01.  
My Lan Do Nguyen and Kelle Hom from the Department of Public Health spoke on PSC #DHRPSC0005229 – v1.01.

**Action:** 1. Approved PSC #DHRPSC0005999 – v0.01 with the condition to meet with IFPTE Local 21 on a transition plan and come back to the Commission in two (2) years with a progress report and framework for bringing the work in house. (Vote of 3 to 0)

**(0011-26-8) Continued**

2. Approved PSC #DHRPSC5888 – v0.01 with the condition to meet with IFPTE Local 21 on a transition plan and come back to the Commission in two (2) yeas with a progress report for bringing the work represented by civil service classifications in house. (Vote of 3 to 0)
3. Approved PSC #DHRPSC0005229 – v1.01 from the Department of Public Health. (Vote of 3 to 0)
4. 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 3 to 0)

**0012-26-8 Review of Request for Approval of Proposed Personal Services Contract #DHRPSC0005828 - v0.01 – from the Municipal Transportation Agency following Factfinding Process. (Item No. 9)**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005828 - v0.01	Municipal Transportation Agency	\$15,000,000	The consultants will provide a broad range of engineering services for the San Francisco Municipal Transportation Agency's (SFMTA) Planning and Project Delivery Division either by direct assignment of its own personnel or through subconsultants including planning, programming, specialized studies, design support, construction support, construction management, special inspection, material testing, start-up and commissioning, and project closeout. These services will be used to support the SFMTA's project delivery division, which manages facilities, transit optimization, fixed trackway, and major corridor projects. The work may be categorized into the following: planning, design, contracting, construction, track/rail, environmental, and project management.	New	60 months

**Speakers:** David Garcia, Municipal Transportation Agency  
 Parand Maleki, Municipal Transportation Agency  
 Christian Kalinowski, Municipal Transportation Agency  
 Jessica Nut, IFPTE Local 21

**Action:** Adopted the report. Approved DHRPSC00005828 including modifications included in the report - Attachments 1 and 2, with a provision that would require a 12-month report back (after contract signed) on task orders and the status of work ordered employees, and a 24-month comprehensive report (including spending and continuing need) to the Civil Service Commission. (Vote of 3 to 0)

**Public Comment:** Jessica Nuti, IFPTE Local 21  
 Richard Bernal, SFMTA Employee  
 Osha Ashworth, IBEW Local 6

**0013-26-8 Review of Request for Approval of Proposed Personal Services Contract #DHRPSC0003662 – v1.02 – from the Public Utilities Commission following Factfinding Process. (Item No. 10)**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0003662 – v1.02	Public Utilities Commission	Current Approved Amount \$15,000,000 Increase Amount Requested \$3,000,000 New Total Amount Requested \$18,000,000	Original coordinator's email: <a href="mailto:shale@sfgwater.org">shale@sfgwater.org</a> . The scope of work includes obtain services to augment and assist SFPUC staff with specialized program/ project scheduling, Critical Path Method (CPM) scheduling, forecasting, change control, cost controls, and cost estimating for capital improvement projects and programs, review construction change orders and evaluate cost and schedule impacts, database modifications, upload/download of data from other software systems to the Primavera suite of tools used in Program Controls Group (PCG), and other specialized services such as providing technical training to staff.	Amendment	Increase months 0 Total months 96

**Speakers:** Mojan Yousefkhani, Public Utilities Commission  
Sarah Fabian, Deputy City Attorney  
Carol Isen, Department of Human Resources  
Ben Poole, Public Utilities Commission

**Action:** Accept the findings and conclusions of Fact-Finder Gina M. Rocanova dated January 21, 2026 and adopt the report, approve the request for proposed personal service contract and notify the Office of the Controller and the Office of Contract Administration. – Motion Rescinded. (Vote of 3 to 0)

**Action:** Adopt the report, approve the request for personal service contract, notify the Office of the Controller and Office of Contract Administration. – Motion Rescinded. (Vote of 3 to 0)

**Action:** Adopted the report, conditionally approved DHRPSC00003662 subject to annual report to the Commission, as stated in the fact-finding report dated January 21, 2026, on bringing the contracted work in house. Notify the Office of the Controller and the Office of Contract Administration. (Vote of 3 to 0)

**Public Comment:** Emily Wallace, IFPTE Local 21

**(0243-25-5) Request for Status Grant from Electrician Series (7345, 7238, 7276) to Utility Electrician Series (7385, 7288, 7289). (Item No. 11)**

**October 20, 2025:** Postponed to a future meeting at the request of the department.

**Speakers:** Melissa White, Public Utilities Commission

**Action:** Adopted the report and granted status to affected incumbents into Class 7385 Utility Electrician, 7288 Utility Electrician Supervisor I and 7289 Utility Electrician Supervisor II. (Vote of 3 to 0)

**Public Comment:** Osha Ashworth, IBEW Local 6, thanked Department of Human Resources and Public Utilities Commission staff for their work on the negotiations and collaboration.

**(0016-26-1) Discussion on Commission Streamlining Taskforce Recommendations for the Civil Service Commission – Draft Report. (Item No. 12)**

**Speakers:** President Kate Favetti  
Sarah Fabian, Deputy City Attorney  
Sandra Eng, Executive Officer

**Action:** No action.

**COMMISSIONERS' ANNOUNCEMENTS/REQUESTS (Item No. 13)**

Commissioner Vitus Leung wished everyone a Happy Lunar New Year!

**ADJOURNMENT (Item No. 14)**

4:24 p.m.