



CIVIL SERVICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

DANIEL LURIE
MAYOR

MINUTES
Regular Meeting
August 17, 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 #2668 084 4080. Instructions for providing remote public comment are below.

LISTEN/PUBLIC COMMENT CALL-IN
USA is (415) 655-0001 | Access Code: #2668 084 4080
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
THERESA M. LEE
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, 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 posted 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 #2668 084 4080.

CALL TO ORDER

2:01 p.m.

ROLL CALL

President Kate Favetti	Present
Vice President Jacqueline P. Minor	Present
Commissioner Theresa M. Lee	Present
Commissioner Vitus Leung	Excused
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)

Elias Georgopoulos,

APPROVAL OF MINUTES (Item No. 3)

Regular Meeting of August 3, 2026 – 2:00 p.m.

Action: Adopted the Minutes as amended. (Vote of 4 to 0)

ANNOUNCEMENTS (Item No. 4)

Announcement of changes to the agenda.

None.

Other announcements.

None.

Items severed from the Ratification Agenda:

PSC #DHRPSC0001349 v1.01 from the Economic & Workforce Development

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

None.

HUMAN RESOURCES DIRECTOR'S REPORT (Item No. 5)

Carol Isen, Human Resources Director, "I have one item to report on, on September 29th, DHR is launching its first ever Human Resources Professionals Day. It's going to be a conference and celebration across the course of the day. We're going to bring all HR professionals in the city, are welcome to attend, including the Unified School District and the Community College District, for a day of learning, networking, and fostering relationships among our HR workforce. I think you know and many of you here have been involved in employment issues and human resources, labor relations over the course of your own careers, and the work is very challenging. It's evolving, it has a lot of emerging complexities and it's an opportunity for people to get together and share that and to do that right here in our own backyard. We're working closely with the departmental personnel officers to plan the agenda and of course the Civil Service Commission staff will be invited and welcome to attend and if any commissioner wishes to drop in, we'll let you know the details. We'll be having panels, presentations, celebration, and it'll be right here on city property. I also want to acknowledge coming up in the items on the consent agenda, the work of the staff and delivering these annual reports to you. They make it seem easy, it's not easy. A lot of work goes into it, and our systems are improving and getting better, so we're able to draw from stronger data sources than we ever have been, and you're seeing that reflected here."

EXECUTIVE OFFICER'S REPORT (Item No. 6)

Sandra Eng, Executive Officer, The Mayor's Office has allowed the Civil Service Commission to fill the full-time vacancy. With assistance from the Department of Human Resources Client Services, Commission staff has screened over 1000 applications to schedule interviews. We are a small department with only 6 full-time employees, Commission staff looks forward to filling the position soon.

At the last meeting, the Commission asked Rec and Park to report back with an organizational chart for PSC 6387. The department submitted the chart and there were a few questions; therefore, the organizational chart will be submitted to the Commission at a later date.

Due to the interest generated from our merit system audit report, further clarification is being provided on inspection service requests versus merit system audit.

The Charter provides the Civil Service Commission with the authority to conduct inspection service requests to investigate any complaints or concerns on merit system matters and all departments are required to respond. Commission staff reviews records to determine if the department's hiring process is in compliance with the Rules, policies, Department of Human Resources policies, and procedures. Commission staff has determined that in most of the cases, departments are complying.

However, there are times when Commission staff has found violations and will provide recommendations for corrective actions or improvements in the department's hiring process. Departments have a choice about which recommendations to follow. If a department chooses not to take any corrective action or not to work towards improving the hiring process, the Executive Director can schedule the findings for a hearing before the Civil Service Commission and have the department respond directly to the Commission to explain why the department has chosen not to take any action after the violations were brought to their attention by Commission staff. Corrective actions may be actions such as training conducted by Commission staff or the City Attorney's Office, having managers review the policy or scheduling workshops to train staff.

Merit System Audits are conducted annually based on a particular subject, often dependent on the type of inspection service requests or appeals received during the previous fiscal year. From our inspection service requests, Commission staff may find a pattern in departments non-compliant with a particular rule or policy. If it is found that a department has had challenges complying with certain rules or policies, a corrective action may be that the department will be audited in the next 3 fiscal years. Auditing departments for the next 3 years has often helped departments to address issues right away and explain to their department heads why more time and labor have been assigned in improving the department's hiring process to be in compliance with the merit system.

(0156-26-8) Review of Request for Approval of Proposed Personal Services Contracts.
(Item No. 7)

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0006436 - v0.01	Public Health	\$3,000,000	Contractor will provide onsite collection, consolidation, sorting and compacting of recycling material and trash contamination removal at Zuckerberg San Francisco General Hospital (ZSFG).	New	60 months
DHRPSC 0006423 - v0.01	Public Health	\$325,000	Contractor will: -Provide up to five weekly classes for fifty weeks a year for a minimum of fifty individual LHH residents per month. -Provide an Artist In Residence or Program Manager as well as at least one other assistant instructor to do the following: provide instruction of all enrolled residents, provide supervision to assistant instructors to assist with one-on-one instruction to all enrolled residents, and work directly with the LHH Activity Therapy Director to determine class times, locations, and any other needs (e.g. transportation to/from class) to those based on the needs of the resident artist. -Evaluate all resident artist enrollees based on skills and interests and determine instruction needs. -Maintain an inventory of residents' artwork. -Record resident artist attendance in classes and other information as requested by the Activity Therapy Director. -Maintain exhibits around LHH campus of resident artwork in collaboration with the Activity Therapy Director.	New	60 months
DHRPSC 0006470 - v0.01	Public Health	\$1,000,000	The contractor will prepare patient-specific sterile Total Parenteral Nutrition (TPN) under Section 503A of the Federal Food, Drug, and Cosmetic Act (FD&C), using electronically received orders that are reviewed by a licensed pharmacist for clinical accuracy. All TPNs must be compounded, labeled, and documented in full compliance with United States Pharmacopeia General Chapter 797, also known as USP <797>, and California Board of Pharmacy sterile compounding regulations, with required batch records, stability checks, and high alert medication safeguards. The contractor will maintain reliable daily delivery with validated cold chain handling, support surge capacity, operate within a 50 mile radius of ZSFG, and have business continuity and emergency plans to ensure uninterrupted patient care. The contractor will also promptly communicate any shortages or service interruptions that could affect clinical operations.	New	60 months
DHRPSC 0006493 - v0.01	Municipal Transportation Agency	\$5,250,000	The San Francisco Municipal Transportation Agency (SFMTA) is requesting continued professional investigative services to support its self-insured Workers' Compensation Program. The contractor will provide investigative services necessary to assist in the administration, evaluation, and resolution of workers' compensation claims. Services may include, but are not limited to, rapid response investigations, accident scene investigations, witness interviews, recorded statements, surveillance, activity checks, background investigations, social media investigations, sub rosa investigations, asset and locate services, public records research, AOE/COE investigations, fraud detection, document service, and preparation of detailed investigative reports, photographs, video, and other supporting documentation. The current contract provides investigative services that support SFMTA's efforts to ensure claims are properly investigated, identify compensability issues, mitigate claim costs, support litigation defense, and improve claim resolution outcomes. The services allow SFMTA to obtain timely, objective, and professional investigative findings that may not be available through internal resources.	New	84 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0001349 – v1.01	Economic & Workforce Development	Current Approved Amount \$4,350,000 Increase Amount Requested \$500,000 New Total Amount Requested \$4,850,000	Contractors will provide business consulting and training services to the Small Business Development Center's (SBDC's) small business clients on an as-needed basis. SBDC is a program hosted by the City through the Office of Economic and Workforce Development (OEWD) as part of a greater network of services to help small- to medium-sized businesses grow and succeed. The Contractors' counseling services will include advice, guidance and/or instruction concerning the formation, management, financing, and operation of small business enterprises through workshops, one-on-one consulting, and loan packaging. Through a Request For Qualifications, OEWD created a pre-qualified list of 24 consultants who will remain eligible for consideration and contract negotiation on an as-needed basis for two years.	Amendment	Increase months 60 Total months 216
DHRPSC 0001333 – v1.01	Police	Current Approved Amount \$221,776 Increase Amount Requested \$78,000 New Total Amount Requested \$299,776	Contractor will provide proprietary parts and maintenance for six DNA analysis instruments manufactured by Qiagen, LLC at the San Francisco Police Department's crime lab. Only the manufacturer certified technicians can repair, qualify, calibrate, upgrade, move, and provide parts for Qiagen, LLC instrumentation.	Amendment	Increase months 25 Total months 102

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

Speakers: Jenny Collins and Jessica Wan from Economic & Workforce Development

Action:

1. Approved PSC #DHRPSC0001349 v1.01. (Vote of 4 to 0)
2. 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 4 to 0)

(0157-26-1) Annual Report on Certification of Eligibles – Entry and Promotion – Uniformed Ranks of Fire, Police, and Sheriff. (Item No. 8)

Speaker: Jen Lo, Department of Human Resources

Action: Adopted the report. (Vote of 4 to 0)

(0158-26-1) Report on Position-Based Testing. (Item No. 9)

Speaker: John Kraus, Department of Human Resources

Action: Adopted the report. (Vote of 4 to 0)

(0159-26-1) Report on Provisional Appointments. (Item No. 10)

Speaker: Jennifer Landgren, Department of Human Resources

Action: Adopted the report. (Vote of 4 to 0)

(0160-26-1) Report on Future Employment Restrictions and Probationary Releases for the Period of July 1, 2025, to June 30, 2026. (Item No. 11)

Speakers: Shawn Sherburne, Department of Human Resources
Giano Bito, Department of Human Resources

Action: Adopted the report. (Vote of 4 to 0)

(0161-26-1) SFMTA Position-Based Testing Report FY 2026. (Item No. 12)

Action: Adopted the report. (Vote of 4 to 0)

(0162-26-1) SFMTA Provisional Appointment Report FY 2026. (Item No. 13)

Action: Adopted the report. (Vote of 4 to 0)

(0163-26-1) SFMTA Report on Service-Critical Exempt Appointments for FY 2026 from Civil Service under Charter Sections 10.104-16 through 10.104-18. (Item No. 14)

Speaker: William Miles II, Municipal Transportation Agency

Action: Adopted the report. (Vote of 4 to 0)

(0164-26-8) Review of Request for Approval of Proposed Personal Services Contract
#DHRPSC0001632 v1.01 from the Public Utilities Commission. (Item No. 15)

DHRPSC 0001632 – v1.01	Public Utilities Commission	Current Approved Amount \$31,076,000 Increase Amount Requested \$1,114,000 New Total Amount Requested \$32,190,000	The San Francisco Public Utilities Commission (SFPUC) has initiated an extensive Capital Improvement Program for the Hetch Hetchy Water and Power (HHWP) Enterprise to improve reliability of its water, power, and joint water/power facilities. This work consists of engineering and design services for a new 12-mile water tunnel, as well as the interim rehabilitation of the existing Mountain Tunnel located in Moccasin, CA.	Amendment	Increase months 0 Total months 156
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Speakers: Olga Mejia-Rocha, Public Utilities Commission
Tedman Lee, Public Utilities Commission

Action: Adopted the report. Approved the request for proposed Personal Services Contract; Notify the Office of the Controller and the Office of Contract Administration. (Vote of 4 to 0)

(0074-26-3) Appeal by Hanna Leung Professional Law Corporation on behalf of Adam Hoang on the Denial of Battery Benefits as a 9163 Transit Operator with the Municipal Transportation Agency. (Item No. 16)

Speakers: Ify Omokaro, Municipal Transportation Agency
James Radding, Municipal Transportation Agency
Hanna Leung, Attorney for Adam Hoang
Carol Isen, Department of Human Resources

Action: Adopted the report. Upheld the decision of the Transportation Director; denied the appeal of battery pay by Adam Hoang.

Public Comment: Elias Georgopoulos

(0083-26-3) Appeal by Hanna Leung Professional Law Corporation on behalf of Wai Tim Wong on the Denial of Battery Benefits as a 7371 Electrical Transit System Mechanic with the Municipal Transportation Agency. (Item No. 17)

Speakers: Ify Omokaro, Municipal Transportation Agency
Hanna Leung, Attorney for Appellant
Wai Tim Wong, Appellant

Action: Adopted the report. Upheld the decision of the Transportation Director; denied the appeal of battery pay by Wai Tim Wong.

Public Comment on all matters pertaining to Item 20 including public comment on whether to hold Item 20 in closed session. (Item No. 18)

Elias Georgopoulos

Vote on whether to hold Item 20 in closed session. (Item No. 19)

Action: The Commission voted to go into Closed Session. (Vote of 4 to 0)

- (20) Personnel Exception (Cal Gov. Code § 54957(b)(1), S.F. Admin. Code § 67.10(b)) - Appeal by Elias Georgopoulos of the Transportation Director's determination that by a preponderance of the evidence that there is insufficient evidence to establish findings of violations of the SFMTA's EEO Policy. (File No. 0080-26-6) – Possible Action Item

Closed Session started at 4:23 p.m. and the following were present:

President Kate Favetti, Civil Service Commission
Vice President Jacqueline P. Minor, Civil Service Commission
Commissioner Therese Lee, Civil Service Commission
Commissioner Adam Wood, Civil Service Commission
Sandra Eng, Civil Service Commission
Lavena Holmes, Civil Service Commission
Sarah Fabian, Office of the City Attorney
Elias Georgopoulos, Appellant
Shamika Gordon, Civil Service Commission
Elizabeth Aldana, Civil Service Commission (Virtual)

Speakers: Elias Georgopoulos, Appellant

Action: No action was taken during closed session.

Closed Session ended at 4:32 p.m.

Civil Service Commission discussion appellant was not present started at 4:39 p.m. and the following were present:

President Kate Favetti, Civil Service Commission
Vice President Jacqueline P. Minor, Civil Service Commission
Commissioner Therese Lee, Civil Service Commission
Commissioner Adam Wood, Civil Service Commission
Sandra Eng, Civil Service Commission
Lavena Holmes, Civil Service Commission (left at 4:57 p.m.)
Sarah Fabian, Office of the City Attorney
Shamika Gordon, Civil Service Commission
Elizabeth Aldana, Civil Service Commission (Virtual)

Closed Session ended at 5:04 p.m.

Reconvene in Open Session. Vote to elect whether to disclose any or all discussions on Item 20 in closed session (S.F. Admin. Code §67.12 (a)) (Item No. 21)

The Commission reconvened in Open Session at 5:14 p.m.

- Action:**
1. Release the audio file related to the appeal of Elias Georgopoulos on the closed session meeting of July 20, 2026. (Vote of 4 to 0)
 2. Release the audio file related to the meeting of August 17, 2026, where appellant Elias Georgopoulos was present. (Vote of 4 to 0)
 3. The Commission voted not to disclose any discussions in closed session. (Vote of 4 to 0)

COMMISSIONERS' ANNOUNCEMENTS/REQUESTS (Item No. 22)

President Kate Favetti requested that the Calendar of Reports include the reason for each report.

ADJOURNMENT (Item No. 23)

5:16 p.m.