



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

**DANIEL LURIE
MAYOR**

**MINUTES
Regular Meeting
June 16, 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 #2662 042 1540. Instructions for providing remote public comment are below.

**LISTEN/PUBLIC COMMENT CALL-IN
USA is (415) 655-0001 | Access Code: #2662 042 1540
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

ELIZABETH SALVESON

Vice President

VITUS LEUNG

JACQUELINE MINOR

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 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 #2662 042 1540.

CALL TO ORDER

2:00 p.m.

ROLL CALL

President Kate Favetti	Present
Vice President Elizabeth Salveson	Present
Commissioner Vitus Leung	Present
Commissioner Jacqueline P. Minor	Excused Absence
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

None.

APPROVAL OF MINUTES

Regular Meeting of June 2, 2025 – 2:00 p.m.

Recommendation: Adopted the Minutes. (Vote of 4 to 0)

ANNOUNCEMENTS

Sandra Eng, announced that:

PSC #DHRPSC0005245 v 0.01 from the Department of Public Health has been postponed to the meeting of July 7, 2025, at the request of SEIU and the department.

PSC #DHRPSC0005289 v 0.01 from the Department of Public Health has been postponed to the meeting of July 7, 2025, at the request of the department.

Items severed from the Ratification Agenda:

PSC # DHRPSC0005241 v 0.01 from the Department of Public Health.

PSC # DHRPSC0005278 v 0.01 from the Department of Public Health.

PSC #DHRPSC0005346 v 0.01 from the Department of Human Resources

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

None.

0137-25-1 Commendation for Jesusa Bushong, Departmental Personnel Officer, Fire Department for her dedicated service to the City and County of San Francisco. (Item No. 5)

Speakers: **Jesusa Bushong**, thank you for this kind gesture and for taking the time to recognize my years of service. Thank you to all those who have mentored me over the years, especially President Favetti, it was in 2007 post consent decree that we had to re-adopt the rules for the Fire Department. Vice President Salvesson, you were Chief Labor Attorney at the time, and you were almost retiring but thank you both for your mentorship, and your guidance. I learned a lot from both of you. I appreciate everyone who has supported me in this journey, including Executive Officer Eng. Sandra, thank you so much for all the guidance over the years. I come to you whenever there's an issue and gladly assisted to present our side of the matter for audits and such. I have to say Commissioner Adam Wood, this is an absolute pleasant surprise to have you here today and I would like to thank you too for your very kind and respectful demeanor in our interactions while you were wearing your other hat. Director Isen, thank you and to the collective staff of DHR for all the guidance over the years. There are two people I'd like to mention, Steve Ponder and Anna Biasbas, I've probably worked with them for over 20 years and they have been such great help in assisting the Fire Department. And last but not least, my family is here, my children, my son and daughter, they have been supportive over these decades, every time I come home after a challenging day, they were definitely my strength, my comfort, and I can't wait to spend more time with them and our grandkids and more travel adventures. I'm deeply blessed and grateful to the City and to my Fire Department family for all my years of service. Thank you.

Chief Dean Crispen, Fire Department, on behalf of the San Francisco Fire Department we would like to express our sincere gratitude to Jesusa Bushong for the amazing leadership, collaboration and coordination for the San Francisco Fire Department. Over 37 years it has been an incredible accomplishment working for 8 Chiefs of the department. I'm proud to say I'm going to be her last one and I was very fortunate over the past 5 months to be educated by her with a vast amount of knowledge. We would make it a daily plan for our command staff as a group to walk into her office so we can ask 10 to 12 questions we have, and she would always have an answer to the questions. She did retain a lot of paperwork, there were piles of papers, and it was very impressive. We know when she had her running shoes on, we knew it was time for her to go on for a walk around the ballpark. We wish her the best in her retirement, that walk around the ballpark does not have to stop back at 698 Second Street it could continue as long as she would like as she deserves this honor and congratulations, we are really going to miss you.

0137-25-1 Continued

Speakers: Sandra Eng, Civil Service Commission
Carol Isen, Department of Human Resources

Action: Accepted the Commendation. (Vote of 4 to 0)

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

Carol Isen, Human Resources Director, reported about the "Pilot Program for Fact Finder Review Process" and notified the Commission that they will be coming back with a proposed rule amendment for Volume II CSC Rules for the Uniformed Ranks of the Police Department, the purpose of this to try to expand and increase the Q2 Police Officer candidate pool, and as part of that, we're exploring strategies for maintaining Q2 laterals in the hiring process. The department has found that other police departments closely monitor our lists and that has a negative effect on potential candidates, that is the reason why we're going to ask you for some potential rule changes so that we can make sure that anybody interested in coming to the San Francisco Police Department can do so without any real or perceived risks to their existing careers in other agencies. We're probably not the only agency experiencing this, but we do have some rules that have not been looked at for a long time that impact this and we believe would be simple changes for you, so we're going to be working on that and reporting back to you shortly. The other item is about the "PSC's Fact Finder Pilot Program" which was agreed in the most recent memoranda of understanding when IFPTE Local 21 and SEIU Local 1021 MOUs were signed. We have given ourselves a year to implement this and are now very close to our deadline and ready to launch, so, we wanted to make sure that the commission heard directly from us, on how this will work as it will affect, in certain instances, your deliberations on personal services contracts.

Speakers: Jonathan Wright, Department of Human Resources
Molly Peterson, Office of Contract Administration

EXECUTIVE OFFICER'S REPORT (Item No. 7)

Sandra Eng, Executive Officer, updated the Commission on the CSC budget presentation to the Budget Committee. As you are aware, we were directed to lay off a position, our Deputy Director had extensive conversations with the Mayor's Budget Analyst and still we were told that we need to lay off a position, the Mayor is looking at overall citywide services, it is a very difficult time for the City right now. However, when we presented our budget to the Budget Committee, we wanted to be up front with the Board of Supervisors, making it very clear that it does affect the services we provide to employees, managers, and union representatives.

0139-25-1 Merit System Audit Report FY 2024 – 2025. (Item No. 7)

Speakers: Preeti Grewal, Civil Service Commission

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

**0136-25-8 Review of Request for Approval of Proposed Personal Services Contracts.
(Item No. 8)**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005241 v 0.01	Public Health	\$4,200,000	Provide Hepatitis C Virus (HCV) treatment navigation and low-threshold treatment services in a high-impact setting for clients disproportionately affected by HCV, including individuals with histories of incarceration, homelessness, or substance use. Services will include drop-in treatment, linkage to care, post-treatment support to confirm successful cure by sustained virologic response (SVR), and outreach to engage new clients and reconnect those lost to care. To reduce barriers to treatment, services will offer mobile testing and treatment equipment, wellness checks, appointment reminders, accompaniment to medical visits, medication storage, and onsite Medi-Cal enrollment assistance.	New	48 months
DHRPSC 0005245 v 0.01	Public Health	\$30,000,000	To provide security services to ensure the safety, security and welfare of patients/residents, visitors, and staff at the Zuckerberg San Francisco General Hospital, (ZSFG), Laguna Honda Hospital (LHH), and Primary Care and Behavioral Health Community Clinics, unarmed security guards will be assigned to fixed-position locations providing access control by screening people entering the facilities using visual inspection, as indicated. Unarmed security guards will also provide designated-route patrols of both interior and exterior locations. In addition, unarmed security guards will respond to incidents involving disturbances, violence and/or other needs to preserve order, including compliance with regulations pertaining to visitors, resident/patients, vendors, and the facility's premises. Contractor will provide regular written Daily Activity Reports and Incident Reports within Department designated turn-around times.	New	60 months
DHRPSC 0005278 v 0.01	Public Health	\$30,000,000	Provide wraparound (WRAP) services to support children, youth, and their parents or caregivers involved in the child welfare or juvenile probation systems. WRAP services are family-centered, strength-based, and tailored to individual needs. Services provide access to natural supports, professional services, and community-based resources. These services help children remain in or return to a family setting. Services will include: -Intensive Care Coordination which includes comprehensive assessments of needs, individualized and family care planning and coordination of support services. -Case Management services which will assist beneficiaries in accessing medical, educational, social, prevocational, vocational, rehabilitation, and other community services. -Intensive Home-Based Services will offer individualized, strength-based interventions designed to improve mental health conditions that interfere with a client's functioning and are aimed at helping the client build skills necessary for successful functioning in the home and community. -Mental Health Services will include individual or group therapy aimed at reducing mental disability and improving or maintaining functioning. -Child-Family Team Meetings will provide a strength-based, needs-driven team planning process to create individualized services and support for children, youth, and their families. This process facilitates access to natural, professional, community-based activities and opportunities to support children to return to or continue living in a family setting. -Crisis Intervention will include responding to and managing crises 24 hours a day, 7 days a week. -Medication Support will include prescribing, administering, dispensing, and monitoring psychiatric medications or biologicals which are necessary to alleviate symptoms of mental illness.	New	60 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005289 v 0.01	Public Health	\$16,000,000	Provide program administration services, financial management and reporting, performance/quality management and service delivery in support of specific behavioral health programs for Department of Public Health (DPH) clients. These services include managing funds for designated behavioral health projects, provide timely and accurate financial and annual audit reports, manage/monitor subcontractor performance and provide human resource management specific to accomplishing project goals.	New	48 months
DHRPSC 0005360 v 0.01	Economic & Workforce Development	\$780,000	The Office of Economic and Workforce Development (OEWD) is seeking proposals from qualified vendors to host, maintain, and enhance two web-based data management systems: WorkforceCentral and SmallBusinessCentral. These integrated systems track workforce, community, and economic development services funded through a combination of federal and state grants and local funding sources. This Scope of Work outlines required services but is not exhaustive of all potential tasks that may be necessary during the contract period. 1. System Maintenance and Development 2. System Documentation 3. Data Security & Protection of Client Data 4. Application Hosting and Maintenance 5. Developer, Technical, and End User Support 6. Vendor Transition Plan	New	48 months
DHRPSC 0005346 v 0.01	Human Resources	\$3,000,000	The Contractor shall provide: investigations, witness interviews, surveillance, activity check investigations, background investigations (including Internet searches), timely preparation of written investigation reports, preparation and submission of Suspected Fraudulent Claim Referral Forms (FD-1) and/or Documented Referrals, and related administrative services.	New	60 months
DHRPSC 0005114 v 0.01	Human Services Agency	\$2,310,000	<ul style="list-style-type: none"> • Facilitate twice monthly Adult Maltreatment Multi-Disciplinary Team Meetings (Minimum 16 Meetings) • Coordinate and facilitate at least 4 additional meetings open to public/external partner contribution • Facilitate Bi-annual Feedback/Evaluation Meetings covering the HRSN MDT, Adult Maltreatment MDT, and EDDRT. (minimum 2 Meetings) • Establish a series of Elder and Disabled Death Review Team meetings. Awardee will schedule the Review Team meetings, prepare agendas, and take minutes. (12 meetings) • Provide at least one annual update/orientation re the Adult Maltreatment MDT to APS staff to help ensure understanding of the MDT's role in facilitating multi-disciplinary discussions of APS cases. (1 Presentation) • Annually, carry out a satisfaction survey with Adult Maltreatment MDT partners, High Risk Self Neglect MDT partners, and APS staff to evaluate effectiveness of the Contractor's coordination efforts. (1 Survey) • Annually, carry out a satisfaction survey with aging and disability community-based partners, to evaluate the effectiveness of the quarterly MDT meetings and determine programmatic areas that need to be changed or updated. (1 Survey) • Establish and facilitate High-Risk Self-Neglect Meetings to coordinate professionals relevant to this type of need, scheduling the meetings, preparing agendas, taking minutes, and tracking client outcomes. 	New	48 months
DHRPSC 0005372 v 0.01	Elections	\$6,717,624	This contract is a continuation of an existing lease for voting equipment and associated maintenance; Department of Elections must initiate a new agreement because the previous contract expired. Dominion Voting Systems will continue to lease voting equipment to the City and provide support to ensure the system remains operational. This includes ballot programming, equipment maintenance, and technical support before and during elections. All services are bundled into the lease to support the ongoing use of the existing voting system throughout the contract term.	New	60 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005418 v 0.01	Sheriff	\$2,700,000	<p>The Contractor shall provide, install and maintain an Incarcerated Person Communications System, inclusive of a telephone system, video visitation system, public telephone, correctional-grade table system and a visitation scheduling application.</p> <p>The Contractor shall provide a turn-key incarcerated person telephone calling solution which shall include, without limitation incarcerated person telephone calls and visitation sessions provided through the Proposer's Incarcerated Person Communication System (IPCS). Proposer shall install and operate all incarcerated person and visitation telephones, and related equipment. Proposer must integrate IPTS with the City's Systems Providers including but not limited to, Commissary, Jail Management System, and Proposer's Tablet Program. Proposer's Proposal shall include all wiring for the incarcerated person and visitation telephones and installation of incarcerated person telephones, visitation telephones, and related hardware and software at no additional cost to City, and s to enable incarcerated persons at the Jail Facilities to complete, without limitation, free local, long distance and/or international calls through the IPTS. Phone calls and Video Visitation Sessions will be at no cost to the Incarcerated Individual. The Contractor shall provide correctional-grade mobile device/tablet solution ("Tablets") with a 1:1 Tablet to incarcerated person ratio. The Tablets shall, at a minimum, have the capability to access various applications including VVS scheduling software and completion of onsite and remote video visitation sessions, electronic messaging, educational programming, instructional materials, entertainment content, media, incarcerated person requests, medical requests, grievances and commissary ordering. Proposer's Proposal shall include all wiring and installation for the incarcerated person Tablets and the related hardware and software at no additional cost to City.</p>	New	36 months
DHRPSC 0003683 v 1.01	Public Utilities Commission	Current Approved Amount \$200,000 Increase Amount Requested \$84,947 New Total Amount Requested \$284,947	<p>Unchanged from Contract ID 1000025417:</p> <p>In February of 2009, Pure Technologies installed and commissioned a SoundPrint Acoustic FiberOptic (AFO) . The previous warranty of the system was under contract 000000347. This AFO monitoring system that detects, records, and locates acoustic events associated with the breaking of prestressing wires found in the Prestressed Concrete Cylinder Pipe (PCCP) that makes up the San Joaquin Pipeline #3. This system allows the City and County of San Francisco to quickly respond and repair pipeline failures at the point of failure.</p> <p>The current effort for the maintenance and warranty was awarded under Contract 1000025417. The Contractor provides an extended warranty and maintenance services to monitor and ensure the structural integrity of the San Joaquin Pipeline System.</p>	Amendment	Increase months 43 Total months 84
DHRPSC 0002074 v 1.01	Treasurer / Tax Collector	Current Approved Amount \$2,175,000 Increase Amount Requested \$0 New Total Amount Requested \$2,175,000	Proprietary software that is being licensed. This is a bank of hours for the company to configure the product due to federal, state, and local requirements.	Amendment	Increase months 120 Total months 240

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

0136-25-8 Continued

Speakers: MyLan Do Nguyen and Nikole Trainor, from the Department of Public Health and Carey Dall from SEIU Local 1021 spoke on PSC #DHRPSC0005241 v 0.01.
 MyLan Do Nguyen and Faranahz Farahmand from the Department of Public Health and Carey Dall from SEIU Local 1021 spoke on PSC #DHRPSC0005278 v 0.01
 Julian Robinson, from the Department of Human Resources spoke on PSC #DHRPSC0005346 v 0.01

Action:

1. Approved PSC #DHRPSC0005241 v 0.0. (Vote of 4 to 0)
2. Approved PSC #DHRPSC0005278 v 0.01 reducing the amount to \$25,500,000 and the duration to forty-eight (48) months. (Vote of 4 to 0)
3. Approved PSC #DHRPSC0005346 v 0.01 with the condition to a report back from the Worker's Compensation Division from the Department of Human Resources in twelve (12) months on the work of the contractor regarding initial claim denial rates and whether the denial rates are upheld with the contractor. (Vote of 4 to 0)
4. Postponed PSC #DHRPSC0005245 v 0.01 from the Department of Public Health to the meeting of July 7, 2025, at the request of SEIU and the department. (Vote of 4 to 0)
5. Postponed PSC #DHRPSC0005289 v 0.01 from the Department of Public Health to the meeting of July 7, 2025, at the request of the department. (Vote of 4 to 0)
6. Adopted the report. Approved the requests for proposed remaining Personal Services Contracts; Notify the Office of the Controller and the Office of Contract Administration. (Vote of 4 to 0)

0077-25-2 Appeal by Daniel Becker, SEIU Local 1021 of the classification action regarding amendments to the 2430 Medical Evaluations Assistant classification specification. (Item No. 9)

Speakers: Scott DeWolff, Department of Public Health
 Daniel Becker, Appellant
 Steve Ponder, Department of Human Resources

Action: Denied the appeal and adopted the report of the Department of Human Resources. (Vote of 4 to 0)

Public Comment: Carey Dall, SEIU Local 1021, asking to come back to the table for more meet & confer
 Oumar Fall, SEIU Local 1021, during meet & confer process is asking DHR not to ignore when they submit their proposal

COMMISSIONERS' ANNOUNCEMENTS/REQUESTS (Item No. 10)

Commissioner Elizabeth Salveson thanked the Commissioners and staff for the support she received during her tenure as a Civil Service Commissioner.

Commissioner Favetti thanked Commissioner Salveson for her expertise and noted that we will miss her greatly and thanked her for her service.

Commissioner Vitus Leung thanked Commissioner Salveson for friendship and leadership, noting - we have known each other for a long time.

Commissioner Adam Wood wished Commissioner Salveson the best.

ADJOURNMENT (Item No. 11)

3:54 p.m.