CIVIL SERVICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

DANIEL LURIE
MAYOR

AGENDA
Regular Meeting
November 16, 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 #2661 519 0007. Instructions for providing remote public comment are below.

LISTEN/PUBLIC COMMENT CALL-IN
USA is (415) 655-0001 | Access Code: 2661 519 0007
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 #2661 519 0007.

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Agenda Language for In-Person or Partially In-Person Meetings

REMOTE ACCESS PROCEDURES

Phone Number	Meeting ID #
(415) 655-0001	2661 519 0007

- Enter the Phone Number above followed by the meeting ID = Then press #
- Press # again to be connected to the meeting (you will hear a beep)
- When you hear the beep
    - Stop and LISTEN to the meeting
    - Wait for Public Comment to be announced by Item #
- When the Clerk calls Public Comment, dial *3 to be added to the speaker line.
- When you press * 3, you will hear *"You have raised your hand to ask a question. Please wait to speak until the host calls on you"* – WAIT for your turn to speak.
- When you hear that *"your line has been unmuted"* – THIS IS YOUR OPPORTUNITY TO PROVIDE YOUR PUBLIC COMMENT

BEST PRACTICES

- Call from a quiet location
- Speak slowly and clearly
- Turn down any televisions or radios around you
- Address the Commission as a whole, do not address individual Commissioners

NOTICE OF COMMISSION HEARING POLICIES AND PROCEDURES

A. Commission Office

The Civil Service Commission office is located at, 25 Van Ness Avenue, Suite 720, San Francisco, CA 94102. The telephone number is (628) 652-1100. The fax number is (628) 652-1109. The email address is civilservice@sfgov.org and the web address is www.sf.gov/civilservice/. Office hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday.

B. Policy Requiring Written Reports

It is the policy of the Civil Service Commission that except for appeals filed under Civil Service Commission Rule 111A Position-Based Testing, all items appearing on its agenda be supported by a written report prepared by Commission or departmental staff. All documents referred to in any Agenda Document are posted adjacent to the Agenda, or if more than one (1) page in length, available for public inspection and copying at the Civil Service Commission office. Reports from City and County personnel supporting agenda items are submitted in accordance with the procedures established by the Executive Officer. Reports not submitted according to procedures, in the format and quantity required, and by the deadline, will not be calendared.

C. Policy on Written Submissions by Appellants

All written material submitted by appellants to be considered by the Commission in support of an agenda item shall be submitted to the Commission office, no later than 5:00 p.m. on the fourth (4th) business day preceding the Commission meeting for which the item is calendared (ordinarily, on Tuesday). An original copy on 8 1/2-inch X 11 inch paper, three-hole punched on left margin, and page numbered in the bottom center margin, shall be provided. Written material submitted for the Commission's review becomes part of a public record and shall be open for public inspection.

D. Policy on Materials being Considered by the Commission

Copies of all staff reports and materials being considered by the Civil Service Commission are available for public view 72 hours prior to the Civil Service Commission meeting on the Civil Service Commission's website at https://sf.gov/civilservice and in its office located at 25 Van Ness Avenue, Suite 720, San Francisco, CA 94102. If any materials related to an item on this agenda have been distributed to the Civil Service Commission after distribution of the agenda packet, those materials will be available for public inspection at the Civil Service Commission's during normal office hours (8:00 a.m. to 5:00 p.m. Monday through Friday).

E. Policy and Procedure for Hearings to be Scheduled after 5:00 p.m. and Requests for Postponement

A request to hear an item after 5:00 p.m. should be directed to the Executive Officer as soon as possible following the receipt of notification of an upcoming hearing. Requests may be made by telephone at (628) 652-1100 and confirmed in writing or by fax at (628) 652-1109.

A request for a postponement (continuance) to delay an item to another meeting may be directed to the Commission Executive Officer by telephone or in writing. Before acting, the Executive Officer may refer certain requests to another City official for recommendation. Telephone requests must be confirmed in writing prior to the meeting. Immediately following the "Announcement of Changes" portion of the agenda at the beginning of the meeting, the Commission will consider a request for a postponement that has been previously denied. Appeals filed under Civil Service Commission Rule 111A Position-Based Testing shall be considered on the date it is calendared for hearing except under extraordinary circumstances and upon mutual agreement between the appellant and the Department of Human Resources.

F. Policy and Procedure on Hearing Items Out of Order

Requests to hear items out of order are to be directed to the Commission President at the beginning of the agenda. The President will rule on each request. Such requests may be granted with mutual agreement among the affected parties.

G. Procedure for Commission Hearings

All Commission hearings on disputed matters shall conform to the following procedures: The Commission reserves the right to question each party during its presentation and, in its discretion, to modify any time allocations and requirements.

If a matter is severed from the *Consent Agenda* or the *Ratification Agenda,* presentation by the opponent will be for a maximum time limit of five (5) minutes and response by the departmental representative for a maximum time limit of five (5) minutes. Requests by the public to sever items from the [*Consent Agenda* or] *Ratification Agenda* must be provided with justification for the record.

For items on the *Regular Agenda*, presentation by the departmental representative for a maximum time of five (5) minutes and response by the opponent for a maximum time limit of five (5) minutes.
For items on the *Separations Agenda*, presentation by the department followed by the employee or employee's representative shall be for a maximum time limit of ten (10) minutes for each party unless extended by the Commission.
Each presentation shall conform to the following:

1. Opening summary of case (brief overview);
2. Discussion of evidence;
3. Corroborating witnesses, if necessary; and
4. Closing remarks.

The Commission may allocate five (5) minutes for each side to rebut evidence presented by the other side.

H. Policy on Audio Recording of Commission Meetings

As provided in the San Francisco Sunshine Ordinance, all Commission meetings are audio recorded in digital form. These audio recordings of open sessions are available starting on the day after the Commission meeting on the Civil Service Commission website at www.sfgov.org/civilservice/.

I. Speaking before the Civil Service Commission

Speaker cards are not required. The Commission will take in-person public comment on all items appearing on the agenda at the time the item is heard. The Commission will take public comment on matters not on the Agenda, but within the jurisdiction of the Commission during the "Requests to Speak" portion of the regular meeting. Maximum time will be three (3) minutes. A subsequent comment after the three (3) minute period is limited to one (1) minute. The timer shall be in operation during public comment. Upon any specific request by a Commissioner, time may be extended. People who have received an accommodation due to a disability (as described below) may provide their public comments remotely. The Commission will also allow public comment from members of the public who choose to participate remotely. It is possible that the Commission may experience technical challenges that interfere with the ability of members of the public to participate in the meeting remotely. If that happens, the Commission will attempt to correct the problem, but may continue the hearing so long as people attending in-person are able to observe and offer public comment.

J. Public Comment and Due Process

During general public comment, members of the public sometimes wish to address the Civil Service Commission regarding matters that may come before the Commission in its capacity as an adjudicative body. The Commission does not restrict this use of general public comment. To protect the due process rights of parties to its adjudicative proceedings, however, the Commission will not consider, in connection with any adjudicative proceeding, statements made during general public comment. If members of the public have information that they believe to be relevant to a matter that will come before the Commission in its adjudicative capacity, they may wish to address the Commission during the public comment portion of that adjudicative proceeding. The Commission will not consider public comment in connection with an adjudicative proceeding without providing the parties an opportunity to respond.

K. Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Information on Disability Access

*** Temporary Wheelchair-accessible entrances are located on Van Ness Avenue and Grove Street. Please note the wheelchair lift at the Goodlett Place/Polk Street is temporarily not available. After multiple repairs that were followed by additional breakdowns, the wheelchair lift at the Goodlett/Polk entrance is being replaced for improved operation and reliability.**

The Civil Service Commission normally meets in Room 400 (Fourth Floor) City Hall, 1 Dr. Carlton B. Goodlett Place. However, meetings not held in this room are conducted in the Civic Center area. City Hall is wheelchair accessible. The closest accessible BART station is the Civic Center, located 2 ½ blocks from City Hall. Accessible MUNI lines serving City Hall are 47 Van Ness Avenue, 9 San Bruno and 71 Haight/Noriega, as well as the METRO stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call (415) 923-6142. Accessible curbside parking has been designated at points in the vicinity of City Hall adjacent to Grove Street and Van Ness Avenue.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week. For American Sign Language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact the Commission office to make arrangements for the accommodation. Late requests will be honored, if possible.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our ADA coordinator at (628) 652-1100 or email civilservice@sfgov.org to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Know your Rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Victor Young, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: sotf@sfgov.org, or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code Section 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Ave., Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and web site https://sfethics.org/.

ITEM NO.

(1) CALL TO ORDER AND ROLL CALL

President Kate Favetti
Vice President Jacqueline P. Minor
Commissioner Theresa M. Lee
Commissioner Vitus Leung
Commissioner Adam Wood

(2) REQUEST TO SPEAK ON ANY MATTER WITHIN THE JURISDICTION OF THE CIVIL SERVICE COMMISSION BUT NOT APPEARING ON TODAY'S AGENDA

(3) APPROVAL OF MINUTES - Action Item

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

Recommendation: Adopt the minutes.

(4) ANNOUNCEMENTS

Announcement of changes to the agenda.

Other announcements.

Commissioner announcement of intent to sever items from the Ratification Agenda.

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

(5) HUMAN RESOURCES DIRECTOR'S REPORT

Update from the Department of Human Resources since the last Civil Service Commission meeting of November 2, 2026, including the "National Disability Employment Awareness Month and Other Updates".

(6) EXECUTIVE OFFICER'S REPORT

Report on current issues, activities, and events within the Department since the regular Civil Service Commission meeting held on November 2, 2026, including "Other Updates."

RATIFICATION AGENDA

All matters on the Ratification Agenda are considered by the Civil Service Commission to be non-contested and will be acted upon by a single vote of the Commission. There will be no separate discussion on these items unless a request is made; in which event, the matter shall be removed from the Ratification Agenda and considered as a separate item. Each individual addressing the Commission will be limited to a maximum time limit of five minutes for all items severed from the Ratification Agenda.

(7) Review of Request for Approval of Proposed Personal Services Contracts. (File No.0213 -26-8) – Action Item

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0006544 - v0.01	City Administrator	$6,500,000	This Citywide contract is for as-needed landscaping services at various locations throughout the City and County of San Francisco (CCSF) and other locations of City-owned property outside of the geographical City limits. Landscaping services include, but are not limited to, pruning of indigenous and/or invasive plant species and trees; weeding and clearing of invasive plant species and un-wanted plant growth; planting indigenous plant species and other plants; mowing overgrown shrubbery; fertilizing plants and trees; applying pesticides as-needed to plants and trees; performing horticultural pest and disease control; performing minor industry-standard irrigation system inspections and maintenance repairs; and maintaining living roofs.	New	60 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0006562 - v0.01	Early Childhood	$2,000,000	The Department of Early Childhood seeks external consultants for time-limited strategic, organizational development, and program planning projects. Over the next five years, DEC will need to establish a new, five-year strategic plan for 2028-2032, optimize its internal policies, procedures, and workflows after a period of rapid growth, and continue to develop new lines of work and refine existing ones to deliver high-quality programs and services for San Francisco's population of young children and their families. The key objectives of the strategic planning include: • Assessing DEC's progress in implementing its current strategic plan, including its core strategies and strategic priorities, against the backdrop of current needs • Affirming/updating DEC's vision, mission, and values • Affirming/updating DEC's Theory of Change, including the strategies and outcomes within it • Codifying any emerging/new strategies needed for the next five years Key objectives of organizational development planning include: • Identifying organizational strengths, weaknesses, gaps, and opportunities toward effective implementation of DEC's strategic plan and programs • Ensuring clarity of roles, responsibilities, and workflows toward efficient administration • Ensuring clear documentation of policies and procedures for both internal and external transparency and accountability Key objectives of program planning include: • Tapping into specialized knowledge, expertise, and experience to inform the development of new or emerging strategies and program designs • Incorporating knowledge of best practices into refining and improving existing programs and services To accomplish these objectives, planning consultants would perform limited-term services including, but not limited to: • Collaborating and coordinating with DEC staff in the development and implementation of planning activities • Developing and implementing mechanisms for gathering feedback on DEC's current strategic plan progress, program implementation, internal processes, and future directions, such as through convenings, surveys, focus groups, and/or key informant interviews with DEC staff, grantees, contractors, and other key stakeholders • Synthesizing and analyzing data, research, and evaluation from secondary sources, including DEC administrative data and the work of DEC consultants currently conducting landscape analyses and program evaluations • Gathering input and feedback from parents, including through DEC's upcoming Parent Insights panel, through periodic surveys or other means • Making recommendations for refining and aligning DEC's strategies and program implementation to the latest in early childhood research and best practices • Convening and facilitating periodic meetings of the Strategic Planning Advisory Committee of the Children and Families Commission • Helping DEC to develop and refine policies, protocols, and procedures for internal and external use • Writing and designing planning documents and presentations	New	60 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0006579 - v0.01	Public Health	$15,000,000	Contractor will provide qualified imaging technologists, nursing staff, and support staff to supplement the Radiology Department's workforce and maintain safe, timely, and continuous patient care. Services will include staffing support for open positions, vacancies, approved leave, family medical leave, unexpected absences, increased patient volumes, and other operational staffing needs. Contractor will provide qualified personnel across applicable imaging services, including diagnostic imaging, computed tomography, magnetic resonance imaging, ultrasound, mammography, interventional radiology, nuclear medicine, and other radiology services as requested. Nursing staff will provide patient care and clinical support, including care coordination, intravenous access, monitoring, management of contrast-related reactions, and assistance with urgent or emergent patient needs within their scope of practice. Support staff will assist with patient transport, preparation, positioning, room turnover, equipment, scheduling and workflow support, and other non-clinical duties necessary to maintain efficient patient flow. All personnel will perform duties consistent with their qualifications, licensure, certifications, hospital policies, and applicable regulatory requirements. Contractor services will provide flexible staffing capacity to reduce delays, maintain access to emergencies, in-patient, and outpatient imaging, support continuity of care, and maintain reliable Radiology Department operations while permanent positions are recruited and filled.	New	36 months
DHRPSC 0006624 - v0.01	Human Services Agency	$230,000	Contractor will coordinate transportation services for FCS or JPD dependent youth with qualified care drivers to their School of Origin on as needed basis. Services maybe be requested by FCS, San Francisco Unified School District Foster Youth Coordinating Program, or JPD. Provide school of origin transportation for foster youth as requested, including occasional, intermittent, or daily service as needed. Services may include cross county or cross district when required Offer flexible scheduling, including same day or short notice transportation requests. Ensure safe and verified pick up and drop off with handoff only to authorized individuals. Maintain real time communication with dispatch, including notification of delays, incidents, or route changes. Provide secure documentation of each trip, including time stamped logs, mileage, and student verification. Coordinate with District staff, CW agencies, school district personnel, caregivers, and probation to ensure timely transportation. Follow all required safety protocols, including emergency procedures and incident reporting. Supply qualified drivers and compliant vehicles meeting state and local regulations. Provide route flexibility, including cross district travel and transportation to different schools as required. Provide bilingual (English/Spanish) communication services, including dispatch, driver, parent/caregiver and technology-based communication when needed, or demonstrate the ability to accommodate language needs.	New	48 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0001870 – v1.01	Arts Commission	Current Approved Amount $374,000 Increase Amount Requested $50,000 New Total Amount Requested $424,000	Strategic Planning to revisit and refresh the San Francisco Arts Commission's (SFAC) mission and vision. This strategic plan will require extensive community engagement and cultural planning development. The scope will include external outreach to other City agencies, artists, and arts organizations to develop shared goals with equity and inclusion as the centerpiece. The SFAC's current strategic plan was published in early 2014. The scope will be revised as of October 2026 to consider the merger of the Film Commission and Grants for the Arts into the Arts Commission in fiscal year 2027.	Amendment	Increase months 0 Total months 54
DHRPSC 0005306 – v1.01	Public Health	Current Approved Amount $4,000,000 Increase Amount Requested $3,279,523 New Total Amount Requested $7,279,523	The services to be performed include Public Health Grant and Research Development, focusing on identifying funding opportunities, applying for grants, and consulting on research projects in areas like behavioral health, community health, sexual health, and chronic disease prevention to meet the City's goals. Public Health Organizational Development, Technical Assistance, and Training involves developing training materials, leading sessions, and providing technical support to public health workers to build skills, engage with communities, and ensure compliance with state, federal, and local regulations. Public Health Program Evaluation and Community Needs Assessment includes evaluating program effectiveness, conducting community needs assessments, analyzing data, and offering recommendations to improve public health strategies, ensuring programs meet community needs. Finally, Public Health Program Implementation and Project Management covers planning, managing, and executing public health projects such as disease control, vaccination campaigns, and health education programs, ensuring they are completed on time and within budget.	Amendment	Increase months 0 Total months 48

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

Recommendation of the Human Resources Director:

Adopt the report. Approve the requests for proposed Personal Services Contracts; Notify the Office of the Controller and the Office of Contract Administration.

CONSENT AGENDA

All matters on the Consent Agenda considered by the Civil Service Commission will be acted upon by a single vote of the Commission. There will be no separate discussion on these items unless a request is made; in which event, the matter shall be removed from the Consent Agenda and considered as a separate item. Each individual addressing the Commission will be limited to a maximum time limit of five minutes for all items severed from the Consent Agenda.

(8) Certification of the Highest Prevailing Rate of Wages for Street Cleaning Services Paid in Private Employment in the City & County of San Francisco.
(File No. 0214-26-3) – Action Item

Recommendation of the Human Resources Director:

Adopt the report of the Office of Labor Standards Enforcement.

(9) Report Back on Personal Services Contract Number DHRPSC0005523 v0.01 Regarding the 0923 and 182X Hiring Process from the San Francisco International Airport.
(File No. 0215-26-8) – Action Item

Recommendation: Adopt the report.

REGULAR AGENDA

Copies of all staff reports and materials being considered by the Civil Service Commission are available for public view 72 hours prior to the Civil Service Commission meeting.

(10) Public Comment on all matters pertaining to Item 12 including public comment on whether to hold Item 12 in closed session.

(11) Vote on whether to hold Item 12 in closed session.

CLOSED SESSION AGENDA

(12) Personnel Exception (Cal Gov. Code § 54957(b)(1), S.F. Admin. Code § 67.10(b)) - Appeal by Michael Halpren of the Human Resources Director's Determination that the Investigative Findings Did Not Substantiate Halpren's Complaint of Retaliation.
(File No. 0154-26-6) – Action Item

October 19, 2026: Postponed to the meeting of November 16, 2026, at the request of the department.

Recommendation of the Human Resources Director:

Adopt the report, uphold the decision of the Human Resources Director, and deny the appeal by Michael Halpren.

(13) Reconvene in Open Session. Vote to elect whether to disclose any or all discussions on Item 12 in closed session. (S.F. Admin. §67.12 (a)) – Action Item

(14) COMMISSIONERS' ANNOUNCEMENTS/REQUESTS

(15) ADJOURNMENT