

ORDINANCE NUMBER O- 21110 (NEW SERIES)

DATE OF FINAL PASSAGE AUG 09 2019

AN ORDINANCE OF THE COUNCIL OF THE CITY OF
SAN DIEGO EXEMPTING THREE PROGRAM
COORDINATOR POSITIONS IN THE DEPARTMENT OF
INFORMATION TECHNOLOGY FROM THE CLASSIFIED
SERVICE OF THE CITY OF SAN DIEGO.

WHEREAS, on June 24, 2019, the San Diego Civil Service Commission (Civil Service Commission) reviewed a request from the Department of Information Technology (Department) to exempt three Program Coordinator positions from the Classified Service of the City of San Diego (City); and

WHEREAS, the SAP Human Capital Management (HCM) Payroll Program Coordinator will be responsible for administering, monitoring, and assessing system controls that affect Citywide payroll processes; recommend new policies and procedures to improve Citywide payroll processes; provide guidance on configuration within the City's current payroll solution; manage SAP payroll integration; set technical standards for the development and implementation of solutions focused on maintaining and/or improving existing payroll business processes and procedures; and determine how improvements to employee compensation and benefits can be accomplished in compliance with the SAP system; and

WHEREAS, the IT Operations Program Coordinator will be responsible for providing support for the City's Call Management System; recommend policy and procedural changes to improve call center system technologies and meet City business and regulatory requirements; set technical standards and policies for monitoring, patching, incident management, upgrades, support, and governance; prioritize work schedule and activities; coordinate call center system support between vendors; develop a plan to improve the operation of service; provide guidance

to departments to expand software applications, voice analytics, and call flows; develop and document training to use applications; and document patching, call recording storage policies, and disaster recovery plans; and

WHEREAS, the Digital Services Program Coordinator will provide enhanced and expanded digital services to City departments; consult with City departments and recommend policy and procedural changes for digital services; partner with City departments to streamline business processes for new digital initiatives; recommend new policies to improve digital services; develop training programs for services and applications; and develop policies that enhance Citywide communications to employees about new or changing technologies or opportunities to streamline existing systems with technology changes; and

WHEREAS, San Diego City Charter (Charter) section 117 states the Unclassified Service shall include “[m]anagerial employees having significant responsibilities for formulating or administering departmental policies and programs. Each such position shall be exempted from the Classified Service by ordinance, upon the initiation of the appropriate appointing authority and after receiving the advisory review and comment of the Civil Service Commission and the approval of the City Council”; and

WHEREAS, upon review of the duties and responsibilities of the three Program Coordinator positions as described by the Department to the Civil Service Commission, the Civil Service Commission found they meet the intent of Charter section 117 to exempt the positions from the Classified Service; and

WHEREAS, the finding by the Civil Service Commission is presented to the Council as set forth in the memorandum dated June 27, 2019 to the Honorable Council President and

members of the City Council, prepared on behalf of the Civil Service Commission by the Personnel Director; NOW, THEREFORE,

BE IT ORDAINED, by the Council of the City of San Diego, as follows:

Section 1. That pursuant to Charter section 117, the Department initiated advisory review and comment from the Civil Service Commission related to the proposed exemption of three Program Coordinator positions from the Classified Service. On June 24, 2019, the Civil Service Commission reviewed the proposed exemptions and commented favorably upon them as meeting Charter section 117 criteria for placement of the Program Coordinator positions in the Unclassified Service. Having considered and reviewed the finding of the Civil Service Commission, as set forth in the memorandum dated June 27, 2019 to the Honorable Council President and members of the City Council, prepared on behalf of the Civil Service Commission by the Personnel Director, the Council now exempts from the Classified Service the Program Coordinator positions identified in the memorandum by the Department, performing the duties described in the memorandum, and declares the positions to be in the Unclassified Service.

Section 3. That this ordinance shall take effect and be in force on the thirtieth day from and after its final passage.

APPROVED: MARA W. ELLIOTT, City Attorney

By  _____
Miguel Merrell
Deputy City Attorney

MM:jvg
07/08/19
Or.Dept: IT
Doc. No.: 2046236

I hereby certify that the foregoing Ordinance was passed by the Council of the City of San Diego, at this meeting of AUG 06 2019.

ELIZABETH S. MALAND
City Clerk

By Connie Patterson
Deputy City Clerk

Approved: 8/9/19
(date)

Kevin L. Faulconer
KEVIN L. FAULCONER, Mayor

Vetoed: _____
(date)

KEVIN L. FAULCONER, Mayor

Passed by the Council of The City of San Diego on AUG 06 2019, by the following vote:

Councilmembers	Yeas	Nays	Not Present	Recused
Barbara Bry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jennifer Campbell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Ward	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monica Montgomery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mark Kersey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Cate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Sherman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vivian Moreno	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Georgette Gómez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date of final passage AUG 09 2019.

AUTHENTICATED BY:

KEVIN L. FAULCONER
Mayor of The City of San Diego, California.

(Seal)

ELIZABETH S. MALAND
City Clerk of The City of San Diego, California.

By Connie Patterson Deputy

I HEREBY CERTIFY that the foregoing ordinance was not finally passed until twelve calendar days had elapsed between the day of its introduction and the day of its final passage, to wit, on

JUL 23 2019, and on AUG 09 2019.

I FURTHER CERTIFY that said ordinance was read in full prior to passage or that such reading was dispensed with by a vote of five members of the Council, and that a written copy of the ordinance was made available to each member of the Council and the public prior to the day of its passage.

(Seal)

ELIZABETH S. MALAND
City Clerk of The City of San Diego, California.

By Connie Patterson Deputy

Office of the City Clerk, San Diego, California
Ordinance Number O- 21110