

Item 51
01/25/2022

(O-2022-65)

ORDINANCE NUMBER O- 21423 (NEW SERIES)

DATE OF FINAL PASSAGE FEB 03 2022

AN ORDINANCE OF THE COUNCIL OF THE CITY OF
SAN DIEGO EXEMPTING ONE PROGRAM COORDINATOR
POSITION IN THE SAN DIEGO CITY EMPLOYEES'
RETIREMENT SYSTEM FROM THE CLASSIFIED SERVICE.

WHEREAS, on November 4, 2021, the San Diego Civil Service Commission (Civil Service Commission) reviewed a request from the San Diego City Employees' Retirement System (Department or SDCERS) to exempt one Program Coordinator position from the Classified Service; and

WHEREAS, the Program Coordinator position will be responsible for managing various Member Services programs. This position will develop policies related to the call center, retirement applications, customer service, and quality assurance; ensure retirement application information complies with the San Diego Municipal Code and SDCERS Board rules; formulate updates to the Confidentiality of Member Information Policy to ensure member identity is protected; develop, implement, and monitor training; analyze service trends and recommend changes to procedures and/or communications; and manage the SDCERS records retention policy and the quality assurance of records; 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 Program Coordinator position, as described by the Department, the Civil Service Commission found it meets the intent of Charter section 117 to exempt the position from the Classified Service; and

WHEREAS, the finding by the Civil Service Commission is set forth in the memorandum dated November 5, 2021 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 one Program Coordinator position from the Classified Service. On November 4, 2021, the Civil Service Commission reviewed the proposed exemption and commented favorably upon it as meeting Charter section 117 criteria for placement of the Program Coordinator position in the Unclassified Service. Having considered and reviewed the finding of the Civil Service Commission, as set forth in the memorandum dated November 5, 2021 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 position in the Department, performing the duties described in the memorandum, and declares the position to be in the Unclassified Service.

Section 2. That a full reading of this ordinance is dispensed with prior to passage, a written or printed copy having been made available to the Council and the public prior to the day of its passage.

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 /s/Miguel Merrell
Miguel Merrell
Deputy City Attorney

MM:jvg
12/7/21
Or.Dept: San Diego City Employee Retirement System
Doc. No.: 2833259

I hereby certify that the foregoing Ordinance was passed by the Council of the City of San Diego, at this meeting of JAN 25 2022.

ELIZABETH S. MALAND
City Clerk

By Connie Patterson
Deputy City Clerk

Approved: 2/3/22
(date)

Todd Gloria
TODD GLORIA, Mayor

Vetoed: _____
(date)

TODD GLORIA, Mayor

Passed by the Council of The City of San Diego on JAN 25 2022, by the following vote:

Councilmembers	Yeas	Nays	Not Present	Recused
Joe LaCava	<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"/>
Stephen Whitburn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monica Montgomery Steppe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marni von Wilpert	<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"/>
Raul A. Campillo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vivian Moreno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sean Elo-Rivera	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date of final passage FEB 03 2022.

AUTHENTICATED BY:

TODD GLORIA
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

JAN 11 2022, and on FEB 03 2022.

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- 21423