

ORDINANCE NUMBER O- 20848 (NEW SERIES)DATE OF FINAL PASSAGE AUG 04 2017

AN ORDINANCE OF THE COUNCIL OF THE CITY OF SAN DIEGO, IN ACCORDANCE WITH SAN DIEGO CHARTER SECTION 117(A)(17), TO EXEMPT FOURTEEN POSITIONS FROM THE CLASSIFIED SERVICE: ONE DEPUTY DIRECTOR AND ONE ASSISTANT DEPUTY DIRECTOR IN THE PUBLIC UTILITIES DEPARTMENT; ONE PROGRAM MANAGER IN THE ECONOMIC DEVELOPMENT DEPARTMENT; ONE PROGRAM MANAGER IN THE PLANNING DEPARTMENT; ONE PROGRAM MANAGER IN THE PUBLIC WORKS DEPARTMENT; ONE PROGRAM MANAGER IN THE TRANSPORTATION AND STORM WATER DEPARTMENT; ONE PROGRAM MANAGER AND TWO PROGRAM COORDINATORS IN THE DEPARTMENT OF INFORMATION TECHNOLOGY; TWO PROGRAM COORDINATORS IN THE HUMAN RESOURCES DEPARTMENT; ONE PROGRAM COORDINATOR IN THE RISK MANAGEMENT DEPARTMENT; AND TWO PROGRAM COORDINATORS IN THE OFFICE OF HOMELAND SECURITY.

WHEREAS, on May 16, 2017, the City of San Diego (City)'s Civil Service Commission reviewed requests from a number of City departments to exempt a total of fifteen positions from the Classified Service; and

WHEREAS, San Diego Charter (Charter) section 117(a)(17) states that 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, on May 16, 2017, upon review of the duties and responsibilities of the fifteen proposed positions, as provided by the various City departments, the Civil Service

Commission determined that each of the fifteen proposed positions meets the standard set forth in Charter section 117(a)(17) to be placed in the Unclassified Service; and

WHEREAS, the determinations of the Civil Service Commission are set forth in nine memoranda dated June 22, 2017, from Hadi Dehghani, Personnel Director, to the Honorable Council President and City Council, and summarized in this Ordinance; and

WHEREAS, the proposed positions, with the exception of one Program Manager in the Economic Development Department to work on homelessness issues, are now presented to the City Council for determination; and

WHEREAS, specifically, the Civil Service Commission reviewed requests from the Public Utilities Department to exempt a Deputy Director position and an Assistant Deputy Director position from the Classified Service; and

WHEREAS, the Deputy Director position will be responsible for the management and oversight of the new Pure Water Division; and

WHEREAS, this position will oversee the Pure Water Division and be responsible for the operation and maintenance of new pure water system facilities, onsite consultants, and multi-disciplinary teams assigned to the Pure Water Program; and

WHEREAS, this position will also represent the Public Utilities Department before governing bodies, including oversight committees; the City Council; local, state, and federal regulatory groups; and various civic, community, and professional business forums; and

WHEREAS, this position will also develop advanced water treatment regulations, daily operational requirements, and emerging regulations and policies associated with pure water operation certification, to ensure adequate technical education and training and compliance with new state regulations and certification requirements; and

WHEREAS, the Assistant Deputy Director position in the Public Utilities Department will assist the Deputy Director in the Water Construction and Maintenance Branch with the day-to-day operations and management of the water distribution system, including maintenance and repair of water meters, responding to water emergencies in City pipelines, and work on metered service connections, fire hydrants, and isolation valves in the City's water distribution systems; and

WHEREAS, the Assistant Deputy Director position will provide support in the establishment and coordination of the Public Utilities Department's administrative policies and oversee the creation of standard operating procedures; and

WHEREAS, the Civil Service Commission reviewed requests from the Economic Development Department to exempt two Program Manager positions; and

WHEREAS, the Fiscal Year 2018 budget did not include funding for the proposed Program Manager position in the Economic Development Department to manage new and existing homelessness initiatives, policies, and programs, and, therefore, the Economic Development Department is not presenting that proposed position to the City Council, at this time; and

WHEREAS, however, the second proposed Program Manager position in the Economic Development Department is presented to the City Council for determination, and will oversee the Fiscal Operations Division, which is responsible for the administration of the Economic Development Department's financial affairs and internal support activities; and

WHEREAS, this second Program Manager position will develop strategies to improve process efficiencies; establish and oversee new non-profit contracts to implement projects and programs that meet the goals of the Economic Development Department's Community

Development Block Grant Consolidated Plan, Climate Action Plan, Promise Zone Program goals, and Economic Development strategy; and develop and implement additional policies and procedures for awarding non-profit funds and non-profit agency or organization reimbursement procedures; and

WHEREAS, the Civil Service Commission reviewed a request from the Planning Department to exempt one Program Manager position from the Classified Service; and

WHEREAS, the Program Manager will support the Deputy Director over the Environmental and Policy Analysis Division by managing the Policy and Ordinance Development and California Environmental Quality Act and Environmental Policy work units; and

WHEREAS, the Program Manager will develop and implement a work program for the Policy and Ordinance Development Section, which will include major programs related to the development of Citywide legislative and regulatory changes to amend the Land Development Section of the San Diego Municipal Code and associated City Council policies, and to work on the Mayor's Housing Initiatives for housing affordability, adopted state law changes, and regulatory streamlining; and

WHEREAS, the Civil Service Commission reviewed a request from the Public Works Department to exempt a Program Manager position from the Classified Service; and

WHEREAS, this Program Manager position will be responsible for overseeing the Project Controls Section; developing the policies to implement the recommended changes contained in the Project Controls Gap Analysis Report which will apply to all Capital Improvement Projects (CIP) throughout the City; and formulating and administering department policies and programs related to ensuring best portfolio management practices; and

WHEREAS, this Program Manager will also serve on the management team and will be responsible for presenting solutions to further improve effectiveness and project management principles and for leading implementation of policies and monitoring the success of all CIP projects; and

WHEREAS, the Civil Service Commission reviewed a request from the Transportation and Storm Water Department to exempt one Program Manager position from the Classified Service; and

WHEREAS, this Program Manager will oversee the Utilities Undergrounding Program and manage, plan, and implement goals and activities for this program, including establishing new program direction and formulating program plans to meet new goals; and

WHEREAS, this Program Manager will also negotiate and develop specific agreements to change practices and policies with utility companies; oversee agreements with agencies and establish a mechanism to ensure compliance with agreements; administer policies to establish cooperation by affected stakeholders; develop program implementation strategies and perform assessments to ensure cost effectiveness and maximize implementation; and review existing program functions and implementation to identify program modifications; and

WHEREAS, the Civil Service Commission reviewed requests from the Department of Information Technology (IT) to exempt a Program Manager position and two Program Coordinator positions from the Classified Service; and

WHEREAS, the Program Manager position will serve as the Web Services Manager for the City's public and internal websites; and

WHEREAS, this Program Manager position will formulate and administer Citywide policies and programs to develop the City's website; manage vendors that provide support and

maintenance services for the City website; lead the strategic technology planning and implementation of major IT web projects; and ensure the City departments' web content updates are in compliance with City standards; and

WHEREAS, the two Program Coordinator positions are needed to meet the additional workload in the Security, Compliance, and Risk Management Division due to the City's new Payment Card Industry (PCI) compliance initiative and an increase in cyber security attacks and threat vectors; and

WHEREAS, these Program Coordinator positions will manage PCI compliance, cyber security awareness, and malware programs; establish policies, standards, procedures, and internal controls for the City's PCI compliance initiative; manage and analyze cyber incident activities and the coordination of information sharing with local, regional, and federal law enforcement organizations; identify resolutions aligned with industry best practices; and manage and maintain new incident detection and scanning technologies that have been implemented to enhance the City's security position; and

WHEREAS, the Civil Service Commission reviewed a request from the Human Resources Department to exempt two Program Coordinator positions from the Classified Service; and

WHEREAS, the Program Coordinator positions will manage the Citywide Education Learning and Development/Talent Management Program; and

WHEREAS, these Program Coordinator positions will develop, plan, manage, and conduct Citywide trainings for employees on human resources-related policies, regulations, and state and federal law, such as sexual harassment prevention, grievance procedures, threat management, fact finding investigations, reasonable accommodations, and labor relations;

coordinate with City departments to develop and provide organizational and operational training support; meet with representatives from department management to create department specific training; and develop learning and leadership competencies for City employees; and

WHEREAS, the Civil Service Commission reviewed a request from the Risk Management Department to exempt one Program Coordinator position from the Classified Service; and

WHEREAS, the Program Coordinator position will oversee the day-to-day operation of the Public Liability Program, recommending policy and procedural changes in order to comply with best practices, City Council Policies, process narratives, and the California Government Code and to increase efficiency; and

WHEREAS, the Program Coordinator position will also participate as a member of the Settlement Authorization Group (SAG) in the City Attorney's Office to identify training opportunities, cost containment, and defense strategies; to review and monitor high exposure cases which have the potential of impacting insurance excess layers; to oversee the reporting operations pertaining to public liability claims such as actuarial reporting, caseloads, reserve reconciliation, and internal and external audit reports; and to maintain policies and create department procedures such as making projections for the Public Liability Fund and monitoring the current settlement authority structure to determine if administrative changes are necessary; and

WHEREAS, the Civil Service Commission reviewed a request from the Office of Homeland Security to exempt two Program Coordinator positions from the Classified Service; and

WHEREAS, one Program Coordinator position will oversee fiscal, budgetary, and administrative practices related to federal homeland security grants; develop policies, procedures, and practices for the City's portion of the multi-jurisdiction Hazard Mitigation Plan; perform Disaster Cost Recovery management and administration; and homeland security grant management and administration; and

WHEREAS, the second Program Coordinator position will oversee the Protection and Prevention Section and the Response and Recovery Section to include developing policies, procedures, and practices in the areas of active shooter preparedness, Citywide emergency preparedness, Operational Assurance/Anti-Terrorism Plan, urban area homeland security strategy, and the City's Readiness Initiative/Strategic National Stockpile response; and

WHEREAS, these two Program Coordinator positions will manage and administer state and federal disaster cost recovery programs; oversee, develop, and update City emergency plans, protocols, policies, and procedures; develop and maintain the City's two Emergency Operations Centers; coordinate Citywide emergency preparedness training and exercises and ensure compliance with state and national requirements; and monitor and identify developments and updates in relevant local, state, and federal guidance, directives, and best practices; NOW, THEREFORE,

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

Section 1. That the City Council has received and reviewed nine memoranda from Personnel Director Hadi Dehghani, dated June 22, 2017, which are presented to the City Council for consideration and placed on file in the Office of the City Clerk as Document No.

00-20848, which document that, on June 16, 2017, the City's Civil Service Commission

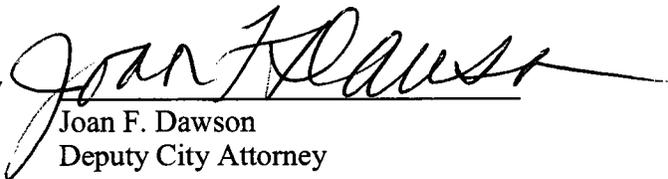
reviewed and favorably commented on requests from various City departments to exempt fifteen positions from the Classified Service.

Section 2. That pursuant to Charter section 117(a)(17), with the Civil Service Commission's review and approval, the City Council exempts from the Classified Service and declares to be in the Unclassified Service of the City fourteen positions, performing the duties set forth in the June 22, 2017 memoranda from Personnel Director Hadi Dehghani to the Honorable Council President and City Council, and in this Ordinance. This action excludes the proposed Program Manager in the Economic Development Department, responsible for managing homelessness initiatives, which was not approved in the Fiscal Year 2018 budget.

Section 3. That a full reading of this Ordinance is dispensed with prior to passage, a written copy having been made available to the City Council and the public prior to the day of its passage.

Section 4. 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 
Joan F. Dawson
Deputy City Attorney

JFD:jdf
06/26/17
Or.Dept: Financial Management
Doc. No.:

I hereby certify that the foregoing Ordinance was passed by the Council of the City of San Diego, at this meeting of AUG 01 2017.

ELIZABETH S. MALAND
City Clerk

By 
Deputy City Clerk

Approved: 8/3/17
(date)


KEVIN L. FAULCONER, Mayor

Vetoed: _____
(date)

KEVIN L. FAULCONER, Mayor

(Note: The date of final passage is August 4, 2017, which represents the day this ordinance was returned to the Office of the City Clerk with the Mayor's signature of approval.)

Passed by the Council of The City of San Diego on AUG 01 2017, 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"/>
Lorie Zapf	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chris Ward	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Myrtle Cole	<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"/>
David Alvarez	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Georgette Gomez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date of final passage AUG 04 2017

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 [Signature], 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 18 2017, and on AUG 04 2017.

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 [Signature], Deputy

Office of the City Clerk, San Diego, California
Ordinance Number O- 20848