

ORDINANCE NUMBER O- 21442 (NEW SERIES)DATE OF FINAL PASSAGE MAR 24 2022

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.

WHEREAS, on January 14, 2022, 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; and

WHEREAS, the Payment Card Industry Program Coordinator position will support the City's annual Payment Card Industry compliance process. This position will recommend policy changes to the Payment Card Industry compliance process; ensure the City processes all credit card transactions according to national Payment Card Industry guidelines; implement technology and cyber security efforts to safeguard cardholder data; provide direction on the development of the section budget; and consult with City departments to improve programmatic efficiencies; and

WHEREAS, the Public Records Request Program Coordinator position will support the City's public records request process and deliverables for email requests and other communication platforms. This position will recommend policy and procedural changes to drive continuous improvement and efficiencies to the Department's public records request operations; monitor compliance for the City's sensitive data, data security, and privacy requirements; ensure compliance with state law and City policies; recommend new policies to improve searches for records; ensure quality assurance of released public records requests; and consult with City departments and public records requestors to improve the City's public records request operations; and

WHEREAS, the Digital Equity Program Coordinator position will support the City's Digital Equity programs in San Diego communities. This position will recommend policy and procedural changes to drive continuous improvement and efficiencies to the City's Digital Equity programs; ensure local, federal, and state requirements and grants are adhered to; manage, coordinate, and implement various digital equity projects, efforts, and initiatives for accessible internet and Wi-Fi and access to devices and digital literacy; and develop and coordinate new solutions, standards, and procedures with City departments, community-based organizations, third-party contractors, and other government entities to bridge the digital divide in the City; and

WHEREAS, San Diego Charter (Charter) section 117 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 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 positions as described by the Department, 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 of the Civil Service Commission is presented to the Council as set forth in the memorandum dated January 19, 2022, to the Honorable Council President and members of the 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 of Information Technology 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 January 14, 2022, the Civil Service Commission reviewed the proposed exemption and commented favorably as meeting Charter section 117 criteria for placement of the positions in the Unclassified Service. Having considered and reviewed the finding of the Civil Service Commission, as set forth in the memorandum dated January 19, 2022, to the Honorable Council President and members of the Council, prepared on behalf of the Civil Service Commission by the Personnel Director, the Council now exempts from the Classified Service the three Program Coordinator positions identified in the memorandum by the Department, and declares the positions to be in the Unclassified Service.

Section 2. That a full reading of this ordinance is dispensed with prior to passage, a written 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
2/1/22
Or.Dept: Department of Information Technology
Doc. No.: 2877310

I hereby certify that the foregoing Ordinance was passed by the Council of the City of San Diego, at this meeting of MAR 15 2022.

ELIZABETH S. MALAND
City Clerk

By  _____
Deputy City Clerk

Approved: 3/24/22
(date)

 _____
TODD GLORIA, Mayor

Vetoed: _____
(date)

TODD GLORIA, Mayor

Passed by the Council of The City of San Diego on MAR 15 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 MAR 24 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 [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 MAR 01 2022, and on MAR 24 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 [Signature], Deputy

Office of the City Clerk, San Diego, California
Ordinance Number O- 21442