

**CIVIL SERVICE BOARD  
MEETING MINUTES**



DATE: Wednesday, September 7, 2011  
5:00 PM, Regular Meeting

BOARD: Debra Allen, Chairperson  
Mickey Dunlap, Vice Chairperson  
Doug Coulter, Board Member  
Hugh Logan, Board Member  
M.D. Talbot, Board Member

STAFF: Terri Cassidy, HR Director and Secretary to the Board  
Aaron Harp, City Attorney  
Jyll Ramirez, Administrative Assistant to the HR Director

**1. CONVENE FOR REGULAR MEETING – 5:00 PM**

Chair Allen opened the meeting at 5:00 PM.

**2. ROLL CALL**

Ms. Ramirez announced that all Board Members were present.

**3. THE PLEDGE OF ALLEGIANCE**

The Flag Salute was led by Board Member Coulter.

**4. CIVIL SERVICE ANNOUNCEMENTS/ITEMS FOR FUTURE AGENDAS**

Chair Allen - Speak Up Newport Meeting, September 14, 2011, at the Newport Beach Yacht Club starting at 5:30 pm. Supervisor John Moorlach is the featured speaker.

**5. CONSENT CALENDAR**

**a. Meeting Minutes**

- i. **Reading of the Regular Meeting Minutes for August 1, 2011.**  
Waive reading of subject Minutes, approve as written and order filed.

A Motion was made by Board Member Logan to approve the August 1, 2011 Minutes as written and ordered filed. Vice Chair Dunlap seconded the Motion. It was approved 5 ayes, 0 no.

**b. Informational Items**

- i. Police Officer, Lateral, Merged Eligibility List. *No action needed.*

There were no comments about the Recruitment Eligibility Lists.

**6. PUBLIC COMMENTS**

Newport Beach Firefighters' Association President Brian McDonough – The Firefighters' Association in conjunction with Bloomingdale's will be conducting a fundraiser at Fashion Island Saturday, September 17, and Sunday, September 25, for Children's Hospital of Orange County (CHOC).

**7. ORAL REPORTS**

**a. CSB SECRETARY (Terri Cassidy, HR Director)**

- i. Update on Fire Chief Recruitment – Closes September 25. There are 30 applications for the position at this time.
- ii. Schedule Initial Hearing Date for Closed Appeal of Discipline for a Civil Service Employee – The Board set the initial hearing for the Motion October 5 at 9:00 am. Board Members Coulter and Logan will not be able to attend.
- iii. Introduction of New City Attorney Aaron Harp – The Board Members welcomed Aaron back to the City of Newport Beach.

**b. FIRE DEPARTMENT (Ralph Restadius, Acting Assistant Fire Chief – Operations)**

- i. Firefighter Recruits are currently in background process.
- ii. August 29, new Administrative Analyst Noreen Swiontech started with the Department.
- iii. With the 25-foot waves last week, the Lifeguards had approximately 300 rescues.

- iv. There was a Hazardous Material call at Fashion Island yesterday, September 6. One hundred people were evacuated and 8 individuals were sent to the hospital. The source was never found.
- v. Last month, the Newport Beach Lifeguards were called out to a sand rescue where a 17-year-old boy was trapped 7 feet under the sand for about 30 minutes. A collaborative effort that ended successfully.
- vi. September is National Preparedness Month

**c. POLICE DEPARTMENT (Jon Lewis, Acting Police Captain)**

- i. Former Newport Beach Police Captain Tom Gazsi was sworn in as the Costa Mesa Police Chief yesterday, September 6.
- ii. Thanked and complimented the Human Resources staff for their professionalism and responsiveness to the Police Department. It is an important partnership.
- iii. A Swearing In Ceremony will be held at the Police Department, Monday, September 12, at 9:00 am.

**8. ADJOURNMENT**

The meeting adjourned at 5:24 pm.

  
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Terri L. Cassidy, J.D., HR Director  
Secretary to the Board