



**Date:** April 14, 2021  
**To:** Civil Service Commission  
**From:** Christina Pizarro Winting, Executive Director  
**Subject:** REQUEST TO EXTEND ARTICLE VIII, SECTION 115(3) OF THE CIVIL SERVICE RULES AND REGULATIONS

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**BACKGROUND:**

On April 21, 2009, the City Council approved a revision to the Civil Service Rules and Regulations, Article VII, Section 115 with the creation of subsection (3) which broadens the Commission's authority to make exceptions to the Civil Service Rules and Regulations.

Article VIII, Section 115(3) reads:

Further, the Commission may authorize an exception to its rules, if such exception is consistent with the mandate of Article XI of the City Charter and if, in the opinion of the Commission, the best interest of the city would be served. This subsection shall expire six months after the date City Council adopts this rule unless extended by Commission action.

The last statement in the section serves as a sunset clause requiring further action to extend the amendment for it to remain in effect beyond the six-month expiration timeframe. Six-month extensions for this amendment occurred, October 14, 2009 and April 14, 2010. Beginning in April 2011, with input from the various appointing authorities, one-year extensions were instituted to accommodate the needs of the city. The last extension was approved by the Commission on May 27, 2020.

Since 2009, the Commission has utilized section 115(3) to approve a variety of requests. This section has proven to be very helpful in accommodating the needs of the city during the past year with the impact of the pandemic. The Commission has approved several requests from the Health Department to allow them to temporarily utilize Health Department specific classified positions in the unclassified service to more expeditiously hire individuals in the identified classifications to meet the needs created by the COVID-19 emergency.

**RECOMMENDATION:**

It is recommended that the Civil Service Commission extend Article VIII, Section 115(3) through April 30, 2022.

Staff is available to answer any questions the Commission may have.