

**CIVIL SERVICE COMMISSION
FISCAL YEAR 2026 BUDGET TESTIMONY**

INTRODUCTION

Good Morning, President Johnson and Members of City Council. I am Candi Jones, Chief Human Resources Officer. Joining me today are Deputy Directors Marsha Greene-Jones, Janine LaBletta, and Ardena Starks. I am pleased to provide testimony on Civil Service Commission's Fiscal Year 2026 Operating Budget.

DEPARTMENT MISSION & PLANS

Mission: The role of the Civil Service Commission is to advise the Mayor and the Director of Human Resources on issues concerning human resource administration in City service and to uphold the interest of the City's merit-based civil service system. The principal responsibilities of the Commission are to serve as an appellate tribunal for employee appeals and to rule on proposed changes to Civil Service Regulations regarding classification and pay, on requests for exemptions from civil service, and on waivers of the City's residency requirement. The bulk of the Commission's time is devoted to its appellate function. As a quasi-judicial body, the Commission conducts fact-finding public hearings on employee appeals and issues formal written decisions containing factual and legal conclusions.

Plans for Fiscal Year 2026:

In Fiscal Year 2026, the Civil Service Commission will continue to uphold the integrity of the City's merit-based civil service system while advancing operational efficiency and knowledge-sharing across the HR community. With a new Civil Service Commissioner joining the body, we will prioritize a seamless onboarding process that promotes continuity and reinforces the Commission's critical role in fair and impartial decision-making.

We will also review the current process for scheduling appeals, with the goal of identifying opportunities to shorten the overall timeline from appeal submission to hearing. This includes evaluating internal workflows and resource alignment to ensure more timely access to resolution for employees and departments alike.

In addition, we plan to establish clearer expectations and benchmarks for the timely scheduling and resolution of employee appeals. These improvements aim to maintain the Commission's high standard of legal and factual review while increasing efficiency in case management.

Recognizing the Commission's deep institutional knowledge, we will collaborate with the Office of Human Resources to develop targeted learning opportunities for HR professionals citywide. These will focus on common appeal topics and procedural best practices, strengthening HR's ability to proactively manage issues before they escalate to appeal, and reinforcing HR's role in safeguarding fair employment practices.

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Through these efforts, the Commission aims to continue serving as a trusted, efficient, and transparent body that supports both employee rights and the City's commitment to equitable public service.

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PROPOSED BUDGET OVERVIEW & OTHER BUDGET DRIVERS

General Fund Financial Summary by Class						
	FY24 Original Appropriations	FY24 Actual Obligations	FY25 Original Appropriations	FY25 Estimated Obligations	FY26 Proposed Appropriations	Difference: FY26 Proposed-FY25 Estimated
Class 100 - Employee Compensation	\$183,057	\$156,687	\$183,057	\$188,863	\$188,425	(\$438)
Class 200 - Purchase of Services	\$29,500	\$29,500	\$29,500	\$29,500	\$29,500	\$0
Class 300/400 - Materials, Supplies & Equipment	\$1,094	\$200	\$1,094	\$1,094	\$1,094	\$0
Class 900 – Advances/Misc. Payments	\$13,360,000	\$0	\$43,505,010	\$0	\$101,577,000	\$101,577,000
	\$13,573,651	\$186,387	\$43,718,661	\$219,457	\$101,796,019	\$101,576,562

The Commission has no contracts.

Proposed Funding Request:

The proposed Fiscal Year 2026 General Fund budget totals \$101,796,019, an increase of \$101,576,562 over Fiscal Year 2025 estimated obligation levels. This increase is attributable to an allocation of \$101,577,000 to the Labor Reserve in preparation for new contract agreements.

The proposed budget includes:

- \$188,425 in Class 100, a \$438 decrease from FY25. This funding will cover wages for two employees and three Commissioners assigned to the Department.
- \$29,500 in Class 200, level with FY25. This funding will provide contract support for the legal assistant for the Commission.
- \$1,094 in Class 300/400, level with FY25. This funding will support the purchase of office materials, supplies, and equipment..
- \$101,577,000 in Class 900, a \$101,577,000 increase from FY25. This funding is for the City’s Labor Reserve.

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STAFFING LEVELS

The Department is requesting two budgeted positions for FY26, level with FY25.

Employment Levels (as of November 2024)			
	FY25 Budgeted	Filled as of November 2024	FY26 Proposed
Number of Full-Time Positions	2	2	2
Average Salary of All Full-Time Positions		\$59,884	
Median Salary of All Full-Time Positions		\$59,884	

NEW HIRES

N/A

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PROGRAM BASED BUDGETING:

Program Name: Civil Service Commission

FY26 Proposed General Fund: \$101,796,019

Program Description: The role of the Civil Service Commission is to advise the Mayor and the Director of Human Resources on issues concerning human resource administration in City service and to uphold the interest of the City's merit-based civil service system. The principal responsibilities of the Commission are to serve as an appellate tribunal for employee appeals and to rule on proposed changes to Civil Service Regulations regarding classification and pay, on requests for exemptions from civil service, and on waivers of the City's residency requirement. The bulk of the Commission's time is devoted to its appellate function. As a quasi-judicial body, the Commission conducts fact-finding public hearings on employee appeals and issues formal written decisions containing factual and legal conclusions.

FY26 Strategic Goals:

- The Commission will assess its current timeline and process to decrease wait time for dismissal from employment and other hearings.

FY26 Performance Measures: *No performance measures associated with this program.*

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OTHER BUDGETARY IMPACTS

Federal and State (Where Applicable)

N/A

CONTRACTING EXPERIENCE

The Commission has no contracts.