

**LONG BEACH CIVIL SERVICE COMMISSION  
MARY ISLAS, PRESIDENT  
APRIL 22, 2009**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, April 22, 2009, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

**MEMBERS PRESENT:** F. Phil Infelise, Ahmed Saafir, Jeanne Karatsu, Douglas Haubert

**MEMBER EXCUSED:** Mary Islas

**OTHERS PRESENT:** Mario R. Beas, Executive Director & Secretary  
Melinda George, Deputy Director  
Diane Dzodin, Administrative Officer  
Marilyn Hall, Executive Assistant  
Salvador Ambriz, Personnel Analyst  
Caprice McDonald, Personnel Analyst  
Robert Pfingsthorn, Personnel Analyst  
Lourdes Ferrer, Personnel Analyst  
Donna de Araujo, Assistant Administrative Analyst

**Vice President F. Phil Infelise presided.**

**MINUTES:** It was moved by Commissioner Haubert, seconded by Commissioner Karatsu and carried that the minutes of the regular meeting of April 15, 2009, be approved as prepared. The motion carried by a unanimous roll call vote.

**REQUEST FOR PERMANENT  
ASSIGNMENT TO AVOID  
LAYOFF:**

**VILMA MENDOZA/CLERK III/FINANCIAL MANAGEMENT  
TO ACCOUNTING CLERK III/PUBLIC WORKS**

The Secretary presented a communication from Suzanne Mason, Director of Human Resources, requesting Commission approval to permanently assign Vilma Mendoza, Clerk III, Financial Management to Accounting Clerk III, Public Works to avoid layoff. In addition, the Secretary presented a staff report prepared by Diane Dzodin, Administrative Officer. Ms. Dzodin briefed the Commission regarding this request. After discussion, it was moved by Commissioner Karatsu, seconded by Commissioner Saafir and carried to approve the permanent assignment to avoid layoff pursuant to Sections 67(5) and 64 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**REQUEST TO REAPPOINT  
RESIGNED EMPLOYEE:**

**AARON GONZALEZ/ELECTRICIAN/PUBLIC WORKS**

The Secretary presented a communication from Cynthia Stafford, Personnel Services Officer, Public Works, requesting Commission authorization to reappoint Aaron Gonzales to his former classification of Electrician. In addition, the Secretary presented a staff report prepared by Deborah McCluster, Personnel Analyst. After discussion, it was moved by Commissioner Saafir, seconded by Commissioner Haubert and carried that the request be approved, pursuant to Section 45 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**REQUEST TO RETURN TO  
CLASSIFIED SERVICE:**

**ANGELA TA/ACTING FINANCIAL SERVICES OFFICER  
TO SENIOR ACCOUNTANT/LONG BEACH GAS & OIL**

The Secretary presented communications from Christopher Garner, Director of Long Beach Gas and Oil, and Angela Ta, Acting Financial Services Officer, requesting Commission authorization to return to her former classified position of Senior Accountant. In addition, the Secretary presented a staff report prepared by Sal Ambriz, Personnel Analyst. After discussion, it was moved by Commissioner Karatsu seconded by Commissioner Saafir and carried that the request to revert Angela Ta to classified service, be approved, pursuant to Section 69 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**REQUEST TO EXTEND  
PROBATION:**

**DIANA HOHMAN-AGUIAR/POLICE SERGEANT**

The Secretary presented a communication from Anthony Batts, Chief of Police, requesting Commission approval to extend the probationary period of Diana Hohman-Aguiar, Police Sergeant, for three months (522 hours). In addition, the Secretary presented a staff report prepared by Lourdes Ferrer, Personnel Analyst. Ms. Ferrer briefed the Commission regarding this request. In addition, Commander Luma and Debbie Bonesteel-Smith, Personnel Administrator, Police Department addressed the Commission. After discussion, it was moved by Commissioner Haubert, seconded by Commissioner Karatsu and carried that the request to extend probation be approved in accordance with Section 41(2) of the Civil Service Rules and Regulations and Section 1.01 of the Civil

Service Commission Policies and Procedures. The motion carried by a unanimous roll call vote.

**REVISION TO ORDER OF LAYOFF  
(3/25/08 Agenda):**

The Secretary presented a staff report prepared by Diane Dzodin, Administrative Officer, requesting Commission approval of a revision to the Order of Layoff, which was approved by the Commission on March 25, 2009. Ms. Dzodin briefed the Commission regarding this request. After discussion, it was moved by Commissioner Saafir, seconded by Commissioner Karatsu and carried to approve the revision to the Order of Layoff and forward it to the City Manager. The motion carried by a unanimous roll call vote

**REQUEST FOR ORDER OF  
LAYOFF:**

The Secretary presented an Order of Layoff to the Commission for the classification of Library Clerk. In addition, the Secretary presented a staff report prepared by Diane Dzodin, Administrative Officer. The Secretary briefed the Commission regarding the layoffs. After discussion, it was moved by Commissioner Karatsu, seconded by Commissioner Saafir and carried to approve the Order of Layoff as prepared and to forward it to the City Manager. The motion carried by a unanimous roll call vote.

**BULLETIN:**

**CONSTRUCTION INSPECTOR**

It was moved by Commissioner Saafir, seconded by Commissioner Karatsu and carried that the subject Job Opportunity Bulletin be approved. The motion carried by a unanimous roll call vote.

**EXAMINATION RESULTS:**

It was moved by Commissioner Saafir, seconded by Commissioner Karatsu and carried that the following examination results be approved. The motion carried by a unanimous roll call vote.

Animal Health Technician – 6 Applied, 3 Qualified  
Office Automation Analyst – 23 Applied, 19 Qualified  
Office Systems Analyst – 29 Applied, 23 Qualified

**EXTENSION OF EXPIRING  
ELIGIBLE LISTS:**

It was moved by Commissioner Haubert, seconded by Commissioner Karatsu and carried that the following eligible lists be extended for an additional six months. The motion carried by a unanimous roll call vote.

Deputy Chief Harbor Engineer  
Traffic Engineer (4/30/09)

**TRANSFERS:**

It was moved by Commissioner Karatsu, seconded by Commissioner Saafir and carried that the following transfers between departments be approved. The motion carried by a unanimous roll call vote.

Astrid Mota/Maintenance Assistant I/Public Works to  
Maintenance Assistant I/Airport  
Rickie Thomas/Community Services Supervisor/Health to  
Community Services Supervisor/Parks

**WITHDRAWAL OF APPEAL:**

It was moved by Commissioner Karatsu, seconded by Commissioner Saafir and carried to receive the withdrawal of Dismissal Appeal 24-D-78. The motion carried by a unanimous roll call vote.

**MANAGERS' REPORT:**

Diane Dzodin, Administrative Officer, stated that most Civil Service Department staff attended the Southern California Personnel Management Association – Human Resources conference on Thursday, April 16, 2009, and congratulated Rob Pflingsthor, Personnel Analyst, for the excellent job he did on the tribute to Chris Daclan, former Civil Service Department employee and member of SCPMA-HR.

Melinda George, Deputy Director, informed the Commission that Caprice McDonald and Lourdes Ferrer, Personnel Analysts would be conducting the Fire Boat operator examination next week. She also stated that she completed the training for the Supervisory Leadership Academy and that she would be conducting Civil Service 101 Training with the Harbor and Water Departments staff.

The Secretary thanked Ms. George and staff for the excellent job in preparing the Commission agenda during his vacation. He also informed the Commission that City Council approved the proposed amendment to Section 115 of the Civil Service Rules and Regulations, which will be effective immediately. He also informed the Commission that staff would be preparing a Commission Policy and Procedure as a guide for the Commission's use of request regarding Section 115. He also acknowledged that today is Professional Assistants' Day, and thanked all of the support staff for the excellent work they provide.

**ADJOURNMENT:**

There being no further business before the Commission,  
Vice President Infelise adjourned the meeting.

A handwritten signature in black ink, appearing to read "Mario R. Beas". The signature is written in a cursive style with a large, sweeping flourish at the end.

MARIO R. BEAS  
Secretary

MRB:meh