

**LONG BEACH CIVIL SERVICE COMMISSION  
F. PHIL INFELISE, PRESIDENT  
MARCH 2, 2011**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, March 2, 2011, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California..

**MEMBERS PRESENT:** F. Phil Infelise, Jeanne Karatsu, Carolyn Smith Watts  
Charles Hicks Jr.

**MEMBER EXCUSED:** Gerald Good

**OTHERS PRESENT:** Mario R. Beas, Executive Director & Secretary  
Melinda George, Deputy Director  
Marilyn Hall, Executive Assistant  
Salvador Ambriz, Personnel Analyst  
Debbie McCluster, Personnel Analyst  
Caprice McDonald, Personnel Analyst  
Robert Pfingsthorn, Personnel Analyst  
Lourdes Ferrer, Personnel Analyst  
Donna de Araujo, Assistant Administrative Analyst  
Ken Walker, Personnel Operations Manager, Human Resources

**President F. Phil Infelise presided.**

**MINUTES:** It was moved by Commissioner Hicks, seconded by Commissioner Karatsu and carried that the minutes of the regular meeting of February 16, 2011, be approved as prepared. The motion carried by a unanimous roll call vote.

**CONSENT CALENDAR (2-6):** It was moved by Commissioner Karatsu, seconded by Commissioner Hicks and carried that the Consent Calendar items be approved. The motion carried by a unanimous roll call vote.

**EXAMINATION RESULTS:** Request to approve examination results.

Building Maintenance Engineer – 98 Applied, 5 Qualified  
Civil Engineering Associate – 129 Applied, 55 Qualified  
Criminalist Supervisor – 2 Applied, 2 Qualified  
Forensic Specialist Supervisor – 1 Applied, 1 Qualified  
Housing Assistance Coordinator – 33 Applied, 5 Qualified  
Painter Supervisor – 3 Applied, 2 Qualified  
Senior Surveyor – 14 Applied, 10 Qualified

**The motion was made to approve request on Consent Calendar.**

**EXTENSION OF EXPIRING ELIGIBLE LISTS:**

Request to extend the following eligible list for an additional six months, with the exception of Storekeeper, to be extended for three months:

Business Systems Specialist  
Civil Engineering Assistant (9/2/09, 9/23/09 & 9/30/09)  
Control Center Operator  
Department Librarian 3/3/10 & 3/17/10)  
Engineering Aide  
Equipment Operator  
General Librarian (3/3/10 & 3/17/10)  
Parking Control Checker  
Petroleum Engineering Associate  
Police Officer – Lateral  
Program Scheduler  
Public Health Nutritionist  
Senior Civil Engineer  
Special Services Officer  
Storekeeper (3 months)  
Systems Technician (9/15/10 & 9/29/10)

**The motion was made to approve request on Consent Calendar.**

**RETIREMENT:**

Request to receive and file retirement.

Richard Boatright/Police Sergeant/Police

**The motion was made to receive and file on Consent Calendar.**

**DISABILITY RETIREMENT:**

Request to receive and file disability retirement.

Ronald Kozak/Environmental Health Specialist III/Health

**The motion was made to receive and file on Consent Calendar.**

**TRANSFER:**

Request to approve transfer.

Anthony Harris/Construction Inspector II/Long Beach Gas and Oil to Construction Inspector II/Harbor

**The motion was made to approve transfer on Consent Calendar.**

**REVISED CLASSIFICATION SPECIFICATION:**

**PUBLIC HEALTH PROFESSIONAL**

The Secretary presented a communication from Ken Walker, Manager, Personnel Operations, Human Resources, requesting Commission approval of the revised classification specification for Public Health Professional. In addition, the Secretary presented a staff report prepared by Caprice McDonald, Personnel Analyst. Ms. McDonald briefed the Commission regarding this request. Roberto Uranga, Personnel Services Officer, Health & Human Services, thanked the Commission for their consideration of this request. After discussion, it was moved by Commissioner Hicks, seconded by Commissioner Smith Watts and carried to approve the revised classification specification for Public Health Professional, pursuant to Section 1101(d) of the City Charter. The motion carried by a unanimous roll call vote.

**REQUEST FOR SELECTIVE CERTIFICATIONS:**

**PUBLIC HEALTH PROFESSIONALS**

The Secretary presented a communication from Ronald R. Arias, Director of Health & Human Services, requesting Commission authorization for the selective certification for individuals with specialized experience in public health or human services program and knowledge of basic emergency preparedness roles and responsibilities from the Public Health Professional eligible list. The Secretary briefed the Commission regarding this request. After discussion, it was moved by Commissioner Smith Watts, seconded by Commissioner Hicks and carried that the request be approved, pursuant to Section 28 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**REQUEST TO REVERT TO FORMER CLASSIFICATION:**

**TINA ICORN/POLICE SERGEANT TO POLICE OFFICER**

The Secretary presented communications from Jim McDonnell, Chief of Police and Tina Icorn, Police Sergeant, requesting Commission authorization to return Tina Icorn to her former classification of Police Officer. The Secretary briefed the Commission regarding this request. After discussion, it was moved by Commissioner Hicks, seconded by Commissioner Smith Watts and carried that

the request to revert Tina Icorn to her former classification of Police Officer, be approved, pursuant to Section 67(1) of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**REQUEST FOR EXCEPTION TO  
CIVIL SERVICE RULES AND  
REGULATIONS – ARTICLE VIII  
SECTION 115(3)**

**Requesting Exception to Article IV, Section 27 of the  
Civil Service Rules and Regulations – Certification  
of City Employees and Non-Career Employees in all  
Bands from the Accounting Clerk Eligible List**

The Secretary presented a communication from Patrick H. West, City Manager, requesting Commission approval for an exception to Article IV, Section 27 of the Civil Service Rules and Regulations – Certification from Open Eligible Lists, specifically certification of all City employees, including non-career employees on the Accounting Clerk eligible list for the Financial Management Department. In addition, the Secretary presented a staff report, prepared by him. The Secretary briefed the Commission on four options provided for it to consider. After discussion, it was moved by Commissioner Hicks, seconded by Commissioner Karatsu and carried to approve option 2, to certify all permanent employees only, resulting in the certification of nine individuals, four in Band B and five in Band C. The motion carried by a unanimous roll call vote:

**BULLETINS:**

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

Airport Operations Assistant  
Police Property and Supply Clerk  
Public Health Professional  
Water Treatment Operator

**MANAGERS' REPORT:**

Melinda George, Deputy Director, introduced Galo Morales, Gas Field Service Representative, Long Beach Gas and Oil to the Commission and informed it that he will be working in the department on light duty work for a short period of time. The Commission welcomed Mr. Morales to the department.

The Secretary informed the Commission that Lourdes Ferrer, Personnel Analyst, attended a job fair at Dodger Stadium on Saturday, February 26, 2011. He presented

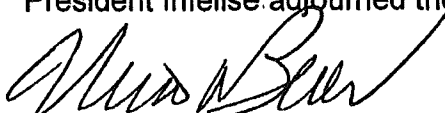
the Commission with a Certificate for the Civil Service Department's participation in the job fair. He also thanked Ms. Ferrer for attending.

The Secretary also informed the Commission that training for the electronic certification of requisitions has been completed and staff will start certifying electronically today. He congratulated Caprice McDonald, Personnel Analyst for the outstanding job she did in taking the lead and thanked Rob Pfingsthorn and Lourdes Ferrer, Personnel Analysts for assisting her.

The Secretary provided the Commission an update on the meetings regarding electronic employee personnel files. He stated that he met with representatives from Appointing Authorities. It is their intent to create a workteam, and to conduct surveys of other Cities to see what they are doing regarding electronic employee personnel files. He also informed the Commission that the Appointing Authorities will be viewing an electronic filing system that the Department of Technology Services is implementing. The Secretary thanked staff for the examination results.

**ADJOURNMENT:**

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



MARIO R. BEAS  
Secretary

MRB:meh

Charles Durnin, Chair  
Donita Van Horik, Vice-ChairBecky Blair, Commissioner  
Alan Fox, Commissioner  
Leslie Gentile, Commissioner  
Phil Saumur, Commissioner  
Melani Smith, Commissioner

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**FINAL AGENDA AND MINUTES****CALL TO ORDER (5:10 PM)**

At 5:10 p.m., Chair Durnin called the meeting to order.

**ROLL CALL (5:10 PM)**

**Boardmembers** Phillip Joseph Saumur, Alan L. Fox, Charles Durnin, Leslie  
**Present:** Fernald Gentile, Melani Smith and Becky Blair

**Boardmembers** Donita Van Horik  
**Absent:**

Also present: Amy Bodek, Director of Development Services; Derek Burnham, Planning Administrator; Jill Griffiths, Planning Officer; Michael Mais, Assistant City Attorney; Jorge Ramirez, Planner; Steven Valdez, Planner; Heidi Eidson, Bureau Secretary.

**FLAG SALUTE (5:10 PM)**

see media

Commissioner Smith led the flag salute.

**MINUTES (5:11 PM)**

see media

see media

11-001PL

Recommendation to receive and file the Planning Commission minutes of December 2, 2010.

**A motion was made by Commissioner Blair, seconded by Commissioner Saumur, to approve the recommendation. The motion carried by the following vote:**

**Yes:** 6 - Phillip Joseph Saumur, Alan L. Fox, Charles Durnin, Leslie Fernald Gentile, Melani Smith and Becky Blair

**Absent:** 1 - Donita Van Horik

**DIRECTOR'S REPORT (5:12 PM)**

see media

Amy Bodek, Director of Development Services, presented the Director's Report.

**SWEARING OF WITNESSES (5:17 PM)**

see media

Do you solemnly swear or affirm that the evidence you shall give in this Planning Commission Meeting shall be the truth, the whole truth, and nothing but the truth.

**REGULAR AGENDA (5:17 PM)**

see media

see media

1. 11-002PL Recommendation to approve a Conditional Use Permit request to upgrade a legal nonconforming alcohol license from a Type 42 (beer and wine) to a Type 48 (beer, wine and distilled spirits) at an existing tavern located at 941 E. 4th Street within the Commercial Office (CO) zone. (District 2) (Application No. 1010-04)

Derek Burnham, Planning Administrator, introduced Jorge Ramirez, Project Planner, who presented the staff report.

Jorge Ramirez responded to a query from Commissioner Saumur.

A dialogue ensued between Erick Verduzco-Vega, applicant, and Commissioner Blair.

Erick Verduzco-Vega responded to a query from Commissioner Saumur.

A dialogue ensued between Erick Verduzco-Vega and Chair Durnin.

Erick Verduzco-Vega spoke and introduced the other owners of the business.

Erick Verduzco-Vega responded to queries from Commissioner Saumur.

Elizabeth Gallo, owner, spoke.

Brett Gallo, owner, spoke.

Karen Rishikeh LaMantia provided public comment.

Shelby Batalla provided public comment.

Bettie Cervantes provided public comment.

Derek Burnham responded to queries from Commissioner Gentile.

Commissioner Gentile spoke.

Derek Burnham responded to queries from Commissioner Saumur and Commissioner Gentile.

Derek Burnham and Michael Mais, Assistant City Attorney, responded to a query from Commissioner Blair.

Commissioner Blair spoke.

Amy Bodek, Director of Development Services, responded to a query from Commissioner Blair.

**A motion was made by Commissioner Blair, seconded by Commissioner Smith, to approve the recommendation. The motion carried by the following vote:**

**Yes:** 6 - Phillip Joseph Saumur, Alan L. Fox, Charles Durnin, Leslie Fernald Gentile, Melani Smith and Becky Blair

**Absent:** 1 - Donita Van Horik

**STUDY SESSION - Trucking Amortization (5:55 PM)**

[see media](#)

Amy Bodek, Director of Development Services, introduced the study session item.

Amy Bodek responded to a query from Chair Durnin.

Steven Valdez, Project Planner, presented the study session.

Derek Burnham, Planning Administrator, spoke.

A dialogue ensued between Commissioner Smith, Assistant City Attorney Michael Mais, and Derek Burnham.

A dialogue ensued between Commissioner Smith and Amy Bodek.

A dialogue ensued between Commissioner Blair, Chair Durnin and Amy Bodek.

Derek Burnham responded to a query from Commissioner Blair.

A dialogue ensued between Commissioner Saumur and Derek Burnham.



Tony Rivera, Chair of the West PAC, spoke.

Derek Burnham spoke.

Commissioner Saumur spoke.

Commissioner Blair spoke.

Derek Burnham responded to a comment made by Commissioner Blair.

Commissioner Blair spoke.

Chair Durnin spoke.

**PUBLIC PARTICIPATION (6:51 PM)**

see media

There was no public comment given.

**COMMENTS FROM THE PLANNING COMMISSION (6:51 PM)**

see media

Derek Burnham, Planning Administrator, spoke.

**ADJOURNMENT (6:52 PM)**

At 6:52 p.m., Chair Durnin adjourned the meeting.

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