

**LONG BEACH CIVIL SERVICE COMMISSION
JEANNE KARATSU, PRESIDENT
OCTOBER 1, 2008**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, October 1, 2008, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

MEMBERS PRESENT: Mary Islas, F. Phil Infelise, Jeanne Karatsu

MEMBERS EXCUSED: Ahmed Saafir, Douglas Haubert

OTHERS PRESENT: Mario R. Beas, Executive Director & Secretary
Herman M. Long, Deputy Director
Melinda George, Employment Services Officer
Marilyn Hall, Executive Assistant
Salvador Ambriz, Personnel Analyst
Caprice McDonald, Personnel Analyst
Lourdes Ferrer, Assistant Administrative Analyst
Ken Walker, Personnel Operations Manager, Human Resources

President Jeanne Karatsu presided.

MINUTES: It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the minutes of the regular meeting of September 24, 2008, be approved as prepared. The motion carried by a unanimous roll call vote.

Dismissal appeal 19-D-67 hearing minutes were held over for one week.

PROVISIONAL APPOINTMENT: The Secretary presented a communication from Lori Ann Farrell, Director of Financial Management, requesting Commission authorization to appoint Geraldine Alejo, to the classification of Administrative Analyst on a provisional basis. In addition, the Secretary presented a staff report prepared by Diane Dzodin, Personnel Analyst. After discussion, it was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the request be granted in accordance with Civil Service Commission Policy 1.02 and Section 43 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

REQUEST TO RETURN TO CLASSIFIED SERVICE AND TEMPORARY REASSIGNMENT FOR TRAINING:

CHERYL DAVIS/CLERK TYPIST/PUBLIC WORKS

The Secretary presented communications from Cynthia Stafford, Personnel Services Officer, Public Works, and Cheryl Davis, Clerk Typist, requesting Commission authorization to return to classified service and to temporarily reassign Cheryl Davis, Clerk Typist to the classification of Engineering Technician for training. In addition, the Secretary presented a staff report prepared by Caprice McDonald, Personnel Analyst. After discussion, it was moved by Commissioner Infelise, seconded by Commissioner Islas and carried that the request to return to classified service and temporary reassignment for training be approved, pursuant to Sections 63(3) and 69 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

BULLETIN:

SYSTEMS SUPPORT SPECIALIST

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

Business Systems Specialist – 10 Applied, 6 Qualified
Capital Projects Coordinator – 7 Applied, 6 Qualified
Civil Engineer – 1 Applied, 1 Qualified
Civil Engineering Assistant – 19 Applied, 19 Qualified
Department Librarian – 204 Applied, 11 Qualified
General Librarian – 208 Applied, 23 Qualified
Public Health Nutritionist – 10 Applied, 1 Qualified
Water Treatment Operator – 30 Applied, 5 Qualified

EXTENSION OF EXPIRING ELIGIBLE LISTS:

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

Civil Engineering Assistant (4/2/08, 4/9/08, 4/16/08 & 4/30/08)
Communication Specialist (4/2/08 & 4/16/08)

Deputy Chief Harbor Engineer (4/2/08 & 4/16/08)
Gas Instrument Technician
Office Automation Analyst (4/2/08, 4/16/08 & 4/30/08)
Public Health Professional (4/2/08, 4/16/08 & 4/30/08)
Registered Nurse (4/2/08 & 4/30/08)
Supervisor – Facility Maintenance (4/4/07 & 4/18/07)
Welder

RESIGNATIONS:

It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the following resignations be received and filed. The motion carried by a unanimous roll call vote.

Leopoldo Maldonado/Water Treatment Operator II/Water
Travon Gosey/Special Services Officer III/Police

MANAGERS' REPORT:

Melinda George, Employment Service Officer, informed the Commission that 990 applications have been received for Police Recruit. She also stated that they had the first Police Recruit Preparation Workshop on Tuesday, September 30, 2008, at the Police Academy with 27 in attendance. Ms. George also welcomed Donnell Russell back to the department and announced the promotion of Donna de Araujo, Administrative Aide to Assistant Administrative Analyst.

Herman Long, Deputy Director, thanked the Civil Service Commission for its support over the years and expressed his gratitude for having the opportunity to work with City staff.

The Secretary informed the Commission that he had another Civil Service Advisory Committee meeting on Tuesday, September 30, 2008, and discussed vision of employment process. He expressed his gratitude for having the opportunity to work with Herman Long for 23 years. He stated that it has been a great time and he appreciated all the work Herman did.

The Commission acknowledged the outstanding job Herman Long had done and its appreciation for all the support he provided to them.

COMMENTS FROM PUBLIC:

Georgia Pon, Administrative Officer, expressed gratitude to Herman Long for his friendship and the mentorship he provided to her.

ADJOURNMENT:

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

A handwritten signature in black ink, appearing to read 'Mario R. Beas', written in a cursive style.

MARIO R. BEAS
Secretary

MRB:meh