



**Date:** March 18, 2020  
**To:** Civil Service Commission  
**From:** Carolyn Pen, Administrative Analyst  
**Subject:** **REQUEST TO RETURN JMESHA LOVE TO THE CUSTOMER SERVICE REPRESENTATIVE ELIGIBLE LIST**

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On March 12, 2020, the Civil Service Commission received correspondence from the Department of Financial Management requesting to return released probationary employee Jmesha Love to the current Customer Service Representative eligible list, in accordance with Article VII, Section 90 of the Civil Service Rules and Regulations.

**The following information is presented for consideration:**

- In accordance with Article VII, Section 90 of the Civil Service Rules and Regulations, the Department of Financial Management is requesting the return of Jmesha Love to the current Customer Service Representative eligible list.
- Ms. Love was hired by the Department of Financial Management from the Customer Service Representative list on September 16, 2019, but she was released February 11, 2020.
- The Department of Financial Management stated that although Ms. Love was deemed not a good fit for the Department, she still has the capability to perform in another Customer Service Representative position in the City.
- Civil Service staff has verified that the Customer Service eligible list is still current and will expire on September 28, 2020.
- Staff has notified the Department of Financial Management and Ms. Love that this request is placed on the March 18, 2020 Civil Service Commission Agenda.

**Recommendation**

- In accordance with Article VII, Section 90 of the Civil Service Rules and Regulations, staff recommends approval of returning the released probationary employee, Jmesha Love, to the current Customer Service Representative eligible list.
- Staff from the Department of Financial Management will be present to address any questions.




**City of Long Beach**  
Working Together to Serve

**Memorandum**

Date: March 3, 2020

To: Civil Service Commission

From: John Gross, Director of Financial Management 

Subject: **Request to Return Jmesha Love to the Customer Service Representative Eligible List**

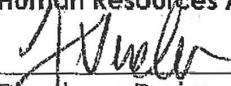
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The Department of Financial Management respectfully requests that Jmesha Love's name be returned to the established eligible list for the Customer Service Representative classification, in accordance with Article VII, Section 90 of the Civil Service Rules and Regulations.

Ms. Love was terminated during her probationary period as it was deemed Ms. Love was not a good fit for the Department of Financial Management. The Department feels that although Ms. Love was not a good fit for the Department of Financial Management, she still has the capability to perform in another Customer Service Representative position in the City.

If you have any questions or need additional information, please contact Sandra Kennedy, Administrative Officer for the Department of Financial Management at 562-570-6688.

ADMIN OFFICER - SK  
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<b>Human Resources Approval</b>	
	3/12/20
Director or Designee	Date