

**CITY OF LONG BEACH
CIVIL SERVICE COMMISSION
AGENDA**

**WEDNESDAY, JANUARY 10, 2018
333 W. OCEAN BLVD., 7TH FLOOR
CIVIL SERVICE BOARD ROOM, 8:00 AM**

Phyllis Arias, President
Carolyn M. Smith Watts, Vice President



Charles Hicks Jr., Commissioner
Rick McGilton-McGlamery, Commissioner
Robin Perry, Commissioner

Kandice Taylor-Sherwood,
Executive Director

FLAG SALUTE

ROLL CALL

COMMENTS FROM THE PUBLIC - The Civil Service Commission will hear from members of the public on matters within the Commission's jurisdiction.

1. [18-001CS](#) **Recommendation to approve minutes:**
Regular Meeting of December 20, 2017
Dismissal Hearing 14-D-1516 Minutes of October 18 & 25, and
November 15, 2017

Suggested Action: Approve recommendation.

Attachments: [CSC Draft Minutes 12-20-17.pdf](#)

CONSENT CALENDAR (2 - 9)

2. [18-002CS](#)

Recommendation to approve examination results:

Laboratory Analyst Test #01 (Established 12/26/17)
Plan Checker - Electrical Test #02 (Established 12/22/17)
Public Health Nurse Test #03 (Established 12/21/17)
*Public Health Nutritionist Test #03 **AMENDED** (Established 12/7/17)*
Refuse Operator Test #08 (Established 12/22/17)
Supervisor-Facilities Maintenance (Established 12/21/17)
Systems Support Specialist Test #02 (Established 12/22/17)
Systems Support Specialist - Help Desk Lead Test #02 (Established 12/22/17)

Suggested Action: Approve recommendation.

Attachments: [Exam Results for 1-10-18.pdf](#)

3. [18-003CS](#)

Recommendation to receive and file bulletin(s):

Accountant
Payroll Personnel Assistant
Personnel Analyst
Police Recruit
Senior Equipment Operator - Backhoe & Bulldozer

Suggested Action: Approve recommendation.

Attachments: [Bulletins - 01-10-18L.pdf](#)

4. [18-004CS](#)

Recommendation to receive and file retirement(s):

Lois Vizard/Clerk Typist III/Harbor (18 yrs., 9 mos.)
Abraham Chacon/Equipment Mechanic II/Public Works (21 yrs., 3 mos.)
Emily Ueda/Senior Civil Engineer/Harbor (16 yrs., 4 mos.)
Salvador Curiel/Fire Engineer/Fire (20 yrs., 2 mos.)
Carol Blackmon/Public Health Nurse II/Health and Human Services (16 yrs., 5 mos.)
Randall Johnson/Firefighter/Fire (36 yrs., 9 mos.)
Carl Nydell/Police Sergeant/Police (23 yrs., 9 mos.)
Clinton Grimes/Police Sergeant/Police (23 yrs., 8 mos.)
Dennis Den Hartog/Fire Captain/Fire (31 yrs., 3 mos.)
John Knight/Fire Boat Pilot/Fire (21 yrs., 1 mo.)
Jennifer Valenzuela/Police Officer/Police (25 yrs., 2 days)
Daniel Barkwill/Police Sergeant/Police (26 yrs., 17 days)
James Craig/Police Sergeant/Police (30 yrs., 8 mos.)
Cliserio Avalos/Equipment Operator III/Public Works (29 yrs., 1 mo.)
Juan Medina/Police Officer/Police (26 yrs., 7 mos.)
Daniel Molinar/Police Officer/Police (24 yrs., 9 mos.)
Anthony Anast/Police Officer/Police (25 yrs., 9 mos.)
Bruce Burlingame/Police Services Specialist II/Police (23 yrs., 1 mo.)
Thomas Romin/Mechanical Equipment Stock Clerk II/Public Works (30 yrs., 7 mos.)
Jose Castaneda/Parking Meter Technician I/Public Works (27 yrs., 11 mos.)
David Dominguez/Police Officer/Police (26 yrs., 5 days)
Robert Guerrero/Police Officer/Police (17 yrs., 1 mo.)
Karen Cox/Senior Engineering Technician II/Public Works (33 yrs., 10 mos.)
Ali Assef/Police Lieutenant/Police (30 yrs., 7 mos.)

Suggested Action: Approve recommendation.

5. [18-005CS](#)

Recommendation to receive and file disability retirement(s):

Donald Campbell/Police Sergeant/Police (28 yrs., 5 mos.)

Suggested Action: Approve recommendation.

6. [18-006CS](#)

Recommendation to receive and file resignation(s):

Jimmy Oporta/Housing Specialist II/Health and Human Services (5 yrs., 7 mos.)

Vincent Gomez/Maintenance Assistant II/Public Works (10 mos., 17 days)

Timothy Ralston/Capital Projects Coordinator IV/Public Works (2 yrs., 1 mo.)

Justin Hill/Police Officer/Police (7 mos., 6 days)

Carlos Flores/Water Utility Mechanic I/Water (11 mos., 13 days)

Suggested Action: Approve recommendation.

7. [18-007CS](#)

Recommendation to approve schedule for hearing(s):

Disability Retirement Appeal 21-DR-1516, Suggested Date, January 31, 2018

Disability Retirement Appeal 18-DR-1516, Suggested Date, February 28, 2018

Disability Retirement Appeal 16-DR-1516, Suggested Date, April 19, 2018

Suggested Action: Approve recommendation.

8. [18-008CS](#)

Recommendation to approve reschedule for hearing(s):

Dismissal Appeal 22-D-1617, Suggested Dates, January 17, 24, & 31, 2018

Disability Retirement Appeal 07-DR-1617, Suggested Date, March 12, 2018

Suggested Action: Approve recommendation.

9. [18-009CS](#)

RECOMMENDATION TO APPROVE EXTENSION OF EXPIRING ELIGIBLE LISTS (6 months)

Staff report prepared by Kandice Taylor-Sherwood, Executive Director

BUSINESS SYSTEMS SPECIALIST (H67AN-16) TEST #03 (07/21/16) - 3 months

BUSINESS SYSTEMS SPECIALIST (H67AN-16) TEST #06 (10/21/16) - 3 months

BUSINESS SYSTEMS SPECIALIST-GIS (H67AN-17A) TEST #01 (1/24/17) - 3 months

BUSINESS SYSTEMS SPECIALIST-WEB DESIGNER (H67AN-17B) TEST #01 (1/27/17) - 3 months

CIVIL ENGINEERING ASSISTANT (K12NN-17) TEST #01 (7/12/17)

MECHANICAL ENGINEER (K32NN-17) TEST #03 (1/4/17)

MECHANICAL ENGINEER (K32NN-17) TEST #04 (1/18/17)

PLAN CHECKER -FIRE PREVENTION (KA4NN-17B) TEST #01 (7/19/17)

PLANNING AIDE (EA2NN-17) TEST #01 (7/11/17)

RECREATION ASSISTANT (H52AN-15) (7/29/15)

SENIOR CIVIL ENGINEER (K52NN-17) TEST #01 (7/11/17)

SUPERVISOR-STORES & PROPERTY (C35NN-16) (1/22/16)

WELDER (I5ONN-16) TEST #01 (1/14/16)

Suggested Action: Approve recommendation.

Attachments: [Extension of Expiring Eligible Lists - January 2018](#)

REGULAR AGENDA

10. [18-010CS](#) **RECOMMENDATION FOR PROVISIONAL APPOINTMENT** - John Villarreal, Commercial Diver II
Communication from Stacey Lewis, Director of Human Resources, Harbor
- Suggested Action:** Approve recommendation.
- Attachments:** [Commercial Diver II Prov - John Villarreal - 01-](#)
11. [18-011CS](#) **RECOMMENDATION FOR PROVISIONAL APPOINTMENT** - Kimberly Boyd, Environmental Specialist Associate
Communication from Stacey Lewis, Director of Human Resources, Harbor
- Suggested Action:** Approve recommendation.
- Attachments:** [ESA Prov Appt - K. Boyd - 01-10-18L.pdf](#)
12. [18-012CS](#) **RECOMMENDATION FOR PROVISIONAL APPOINTMENT** - Jacqueline Moore, Environmental Specialist Associate
Communication from Stacey Lewis, Director of Human Resources, Harbor
- Suggested Action:** Approve recommendation.
- Attachments:** [ESA Prov Appt - J. Moore - 01-10-18L.pdf](#)
13. [18-013CS](#) **RECOMMENDATION TO APPROVE TITLE CHANGE AND REVISED CLASSIFICATION SPECIFICATION** - Public Affairs Assistant
Staff report prepared by Sheree Valdoria, Personnel Analyst
- Suggested Action:** Approve recommendation.
- Attachments:** [PAA Class Spec Staff Rpt - 01-10-18L.pdf](#)
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14. [17-247CS](#)

EXECUTIVE SESSION - Discussion on status of Civil Service role in Classification Specifications of Special Services Officer position.

Agenda Item #17-202CS (originally discussed during CSC Meeting on October 4, 2017), was calendared to CSC Meeting of December 6, 2017. It was then postponed to CSC Meeting of December 20, 2017, by voice vote, closing the agenda item number. New Agenda Item #17-247CS replaces previous Item #17-202CS.

Suggested Action: Approve recommendation.

15. [18-014CS](#)

EXECUTIVE SESSION - Recommendation for Streamlining Civil Service Processes

Staff report prepared by Kandice Taylor-Sherwood, Executive Director

Suggested Action: Approve recommendation.

Attachments: [Civil Service Processes - 01-10-18.pdf](#)

MANAGERS' REPORT

Recruitment & Selection

Special Projects

Administration Support Services

Executive Director

UNFINISHED BUSINESS

NEW BUSINESS

COMMENTS FROM THE PUBLIC - The Civil Service Commission will hear from members of the public on matters within the Commission's jurisdiction.

ADJOURNMENT

NO HEARING

NOTE:

If oral language interpretation for non-English speaking persons is desired or if a special accommodation is desired pursuant to the Americans with Disabilities Act, please make your request by phone to the Office of the City Clerk at (562) 570-6101, 72 business hours prior to the Charter Commission meeting.

Kung nais ang interpretasyon ng sinasalitang wika para sa mga taong hindi nagsasalita ng Ingles o kung nais ang isang natatanging tulong ayon sa Americans with Disabilities Act, mangyaring isagawa ang iyong hiling sa pamamagitan ng telepono sa Opisina ng Clerk ng Lungsod sa (562) 570-6101, 72 oras ng negosyo bago ang pagpupulong ng Charter Commission.

Si desea interpretación oral en otro idioma para personas que no hablan inglés o si desea una adaptación especial en conformidad con la Ley de Estadounidenses con Discapacidades, haga su solicitud por teléfono a la Oficina de la Secretaría Municipal al (562) 570-6101, 72 horas hábiles antes de la reunión de la comisión de estatutos.

បើមានការចង់បានឲ្យមានការបកប្រែភាសាផ្ទាល់មាត់ឲ្យអ្នកមិនចេះនិយាយអង់គ្លេស ឬបើមានការចង់បានឲ្យមានដំណោះស្រាយពិសេសដោយយោងតាមមាត្រាច្បាប់ស្តីពី ជនពិការអាមេរិកាំង សូមមេត្តាធ្វើសំណើអ្នកតាមទូរស័ព្ទដោយហៅទៅការិយាល័យសៀន ក្រុងតាមរយៈលេខ (562) 570-6101 (72 ម៉ោងធ្វើការមុននឹងចាប់ផ្តើមបើកកិច្ចប្រជុំ គណៈកម្មការធម្មនុញ្ញ)។

If written language translation of the Commission agenda and minutes for non-English speaking persons is desired, please make your request by phone to the Office of the City Clerk at (562) 570-6101, 72 business hours prior to the Commission meeting.

Kung nais ang pagsasalin ng nakasulat na wika ng agenda ng Komisyon at ang minutes para sa mga taong hindi nagsasalita ng Ingles, mangyaring isagawa ang iyong hiling sa pamamagitan ng telepono sa Opisina ng Clerk ng Lungsod sa (562) 570-6101, 72 oras ng negosyo bago ang pagpupulong ng Commission.

Si desea obtener la traducción escrita en otro idioma de la agenda y actas de la comisión para personas que no hablan inglés, haga su solicitud por teléfono a la Oficina de la Secretaría Municipal al (562) 570-6101, 72 horas hábiles antes de la reunión de la comisión.

បើមានការចង់បានឲ្យមានការបកប្រែឯកសារស្តីពីរបៀបរាវ: នឹងកំណត់ហេតុឲ្យអ្នកដែលមិនចេះនិយាយអង់គ្លេស សូមមេត្តាធ្វើសំណើអ្នកតាមទូរស័ព្ទដោយហៅការិយាល័យស្មៀនក្រុងតាមរយៈលេខ (562) 570-6101 (72 ម៉ោងធ្វើការមុននឹងចាប់ផ្តើមបើកកិច្ចប្រជុំគណកម្មការធម្មនុញ្ញ)។