

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

**WEDNESDAY, OCTOBER 7, 2020
TELECONFERENCE, 8:30 AM**

Susana Gonzalez Edmond, President
Heather Morrison, Vice President



Phyllis O. Arias, Commissioner
Brandon Dowling, Commissioner
Joel Garnica, Commissioner

Christina Pizarro Winting, Executive Director

**CIVIL SERVICE COMMISSION MEETINGS ARE HELD VIA
TELECONFERENCE PURSUANT TO EXECUTIVE ORDER N-29-20
ISSUED BY GOVERNOR GAVIN NEWSOM.**

THE CIVIC CHAMBERS WILL BE CLOSED TO THE PUBLIC.

FLAG SALUTE

ROLL CALL

- 1. COMMENTS FROM THE PUBLIC – PUBLIC WILL HAVE THE OPPORTUNITY TO ADDRESS THE COMMISSION BY SUBMITTING WRITTEN COMMENTS VIA EMAIL TO MARLA.CAMERINO@LONGBEACH.GOV.**
- 2. [20-262CS](#)**

Recommendation to approve minutes:
Special Meeting of September 9, 2020
Regular Meeting of September 16, 2020

Suggested Action: Approve recommendation.

Attachments: [CSC Mtg Minutes for 09-09-20 draft.pdf](#)
[CSC Mtg Minutes for 09-16-20 draft.pdf](#)

CONSENT CALENDAR (3 – 12):

3. [20-263CS](#)

Recommendation to approve examination results:

Environmental Health Specialist Test #03 (Established 09/23/20)

Hazardous Materials Specialist Test #02 (Established 09/23/20)

Licensed Vocational Nurse Test #01 (Established 09/30/20)

Public Safety Dispatcher - NTN EXAM Test #15 (Established 09/23/20)

Public Safety Dispatcher - POST WAIVER Test #17 (Established 09/24/20)

Water Treatment Supervisor (Established 10/01/20)

PROMOTIONAL

Suggested Action: Approve recommendation.

Attachments: [Exam Results for 10-07-20.pdf](#)

4. [20-264CS](#)

Recommendation to approve bulletin(s):

Equipment Operator

Motor Sweeper Operator

Suggested Action: Approve recommendation.

Attachments: [Bulletins - 10-07-20 L.pdf](#)

5. [20-265CS](#)

Recommendation to receive and file retirement(s):

Luis Ortiz, Garage Service Attendant II, Harbor Department (19 yrs., 6 mos.)

Jeffrey Walker, Refuse Operator III, Public Works Department (31 yrs., 29 days)

Suggested Action: Approve recommendation.

6. [20-266CS](#)

Recommendation to receive and file resignation(s):

Douglas Donnenfield, Police Officer, Police Department (7 yrs., 3 mos.)

Maquech Lizarraga, Ambulance Operator, Fire Department (3 mos., 28 days)

Sandy Ryan, Public Health Nutritionist I, Department of Health and Human Services (2 yrs., 2 mos.)

Janette Tapia, Clerk Typist I, Department of Health and Human Services (1 mo., 5 days)

Suggested Action: Approve recommendation.

7. [20-267CS](#)

COVID-19 RELATED: Recommendation to Extend Non-Career

Hours - Emiliano Uranga, Refuse Operator I Non-Career
*Communication from Russ Ficker, Administrative Officer,
Department of Public Works*

Staff report prepared by Shellie Goings, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [ExtNCHours-EUranga-ROINC-PW-10-07-20.pdf](#)

8. [20-268CS](#)

COVID-19 RELATED: Recommendation to Extend Non-Career

Hours - Francheska Deras, Administrative Intern Non-Career
*Communication from Jodie Griner, Administrative Officer,
Department of Health and Human Services*

Staff report prepared by Elsa Ramos, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [ExtNCHours-FDeras-AINC-HE-10-07-20.pdf](#)

9. [20-269CS](#)

COVID-19 RELATED: Recommendation to Extend Non-Career Hours - Regina Macias-Overholt, Administrative Analyst Non-Career
*Communication from Jodie Griner, Administrative Officer,
Department of Health and Human Services
Staff report prepared by Elsa Ramos, Personnel Analyst*

Suggested Action: Approve recommendation.

Attachments: [ExtNCHours-ROverholt-AANC-HE-10-07-20.pc](#)

10. [20-270CS](#)

Recommendation for Transfer and Permanent Assignment to Former Classification - Agnes Agua, Accounting Clerk III
*Communication from Sandra Kennedy, Administrative Officer,
Department of Financial Management
Staff report prepared by Desiree Davalos, Personnel Analyst*

Suggested Action: Approve recommendation.

Attachments: [PermAssignFormClass-AAguas-ACIII-FM-10-0](#)

11. [20-271CS](#)

Recommendation for Transfer and Permanent Assignment to Former Classification - Roger Santos, Special Services Officer III-Armed
*Communication from Stacey Lewis, Director of Human Resources, Harbor Department
Staff report prepared by Sheree Valdoria, Personnel Analyst*

Suggested Action: Approve recommendation.

Attachments: [PermAssignandTransfertoFormClass-RSantos.](#)

12. [20-272CS](#)

**Recommendation to Approve Extension of Expiring Eligible
Lists (6 months)**

*Staff report prepared by Christina Pizarro Winting, Executive
Director*

Assistant Administrative Analyst (E03AN-19) Test #01 (1/24/2019)

3 Months*

Assistant Administrative Analyst (E03AN-19) Test #02 (2/28/2019)

3 Months*

Assistant Administrative Analyst (E03AN-19) Test #03 (7/16/2019)

3 Months*

Business Systems Specialist (H67AN-19) Test #13 (4/30/2019)

Business Systems Specialist (H67AN-20) Test #16 (10/10/2019)

Business Systems Specialist (H67AN-20) Test #18 (4/3/2020)

Buyer (C13AN-19) Test #01 (1/22/2019)

Civil Engineer (K11NN-19) Test #05 (4/3/2019)

Civil Engineer (K11NN-20) Test #09 (10/24/2019)

Civil Engineer (K11NN-20) Test #12 (4/17/2020)

Civil Engineering Associate (K13NN-20) Test #07 (10/24/2019)

Deputy Fire Marshal (AT5NN-19) Test #01 (1/8/2019)

Deputy Fire Marshal (AT5NN-19) Test #02 (1/29/2019)

*Environmental Specialist Associate (N26NN-20) Test #02
(4/3/2020)*

Maintenance Assistant (JA3AN-20B) Test #02 (4/29/2020)

Maintenance Planner (NG2AN-20) (10/16/2019)

Nurse Practitioner (G12NN-19) Test #02 (10/17/2019)

Nurse Practitioner (G12NN-20) Test #05 (4/3/2020)

*Office Systems Analyst (IMDBA) (ND4AN-20D) Test #03
(4/24/2020)*

*Office Systems Analyst (IMDCE) (ND4AN-20A) Test #09
(4/14/2020)*

*Office Systems Analyst - IMDCA (ND4AN-20B) Test #04
(10/7/2019) 4 Months**

*Office Systems Analyst - IMDCA (ND4AN-20B) Test #08
(4/14/2020)*

*Office Systems Analyst- IMDNOC (ND4AN-20C) Test #04
(4/9/2020)*

Planner (F53AN-19) Test #02 (10/23/2018)

Police Officer - Lateral (F23NN-19B) Test #01 (4/2/2019)

Police Officer - Lateral (F23NN-20) Test #11 (4/6/2020)
Police Officer - Lateral (F23NN-20) Test #12 (4/30/2020)
*Police Recruit (F63NN-19) Test #08 (4/18/2019) 3 Months**
Police Recruit (F63NN-20) Test #13 (10/24/2019)
Police Recruit (F63NN-20) Test #18 (4/3/2020)
Public Health Nurse (G19AN-20) Test #01 (4/30/2020)
Public Health Nutritionist (G21AN-20) Test #03 (10/23/2019)
Public Health Nutritionist (G21AN-20) Test #05 (4/3/2020)
Public Safety Dispatcher - NTN Exam (J45AN-18A) Test #01 (4/23/2018)
Public Safety Dispatcher - NTN Exam (J45AN-20A) Test #08 (10/10/2019)
Public Safety Dispatcher - Post Waiver (J45AN-18B) Test #01 (4/23/2018)
Public Safety Dispatcher - Post Waiver (J45AN-20B) Test #08 (10/10/2019)
Refuse Operator (JA2AN-20) Test #21 (10/2/2019)
Registered Nurse (G11AN-19) Test #08 (4/3/2019)
Senior Civil Engineer (K52NN-20) Test #06 (5/1/2020)
Senior Program Manager - Water (MC5NN-19) Test #03 (4/29/2019)
Senior Structural Engineer (K65NN-19) Test #03 (4/2/2019)
Senior Traffic Engineer (K68NN-20) Test #04 (10/2/2019)
Special Services Officer (F33AN-18) Test #26 (4/23/2018)
Special Services Officer (F33AN-19) Test #32 (10/4/2018)
Special Services Officer (F33AN-20) Test #39 (10/3/2019)
Special Services Officer (F33AN-20) Test #42 (4/30/2020)
Structural Engineer (KA1NN-20) Test #03 (4/30/2020)
*Systems Support Specialist (H69AN-18) Test #11 (4/2/2019) 5 Months**
Systems Support Specialist (H69AN-20) Test #13 (10/29/2019)
Systems Technician (H70AN-19) Test #02 (4/9/2019)
Terminal Services Representative (N43AN-20) Test #01 (4/20/2020)
Water Utility Mechanic (M42AN-20) Test #01 (4/28/2020)

Suggested Action: Approve recommendation.

Attachments: [Extension of Expiring Eligible Lists - 10-2020.p](#)

REGULAR AGENDA

13. [20-273CS](#) **PRESENTATION ON THE RACIAL INEQUITY AND RECONCILIATION INITIATIVE**
Communication from Teresa Chandler, Deputy City Manager and Katie Balderas, Equity Officer, Office of the City Manager
- Suggested Action:** Receive and file.
14. [20-274CS](#) **COVID-19 RELATED: RECOMMENDATION FOR EXTENSION OF PROBATIONARY PERIOD - Frederick Howard, Garage Service Attendant I**
Communication from Sandra Kennedy, Administrative Officer, Department of Financial Management
Staff report prepared by Desiree Davalos, Personnel Analyst
- Suggested Action:** Approve recommendation.
- Attachments:** [ExtProb-FHoward-GSAI-FM-10-07-20 L.pdf](#)
15. [20-275CS](#) **REQUEST TO APPEAL DISQUALIFICATION FROM EXAMINATION PROCESS - Building Services Supervisor**
Communication from Rudy Pugh
Staff report prepared by Jami Kerr-Jenkins, Personnel Analyst
- Suggested Action:** Approve recommendation.
- Attachments:** [Appeal of Disqualification of Exam-R Pugh-10-](#)
16. [20-276CS](#) **RECOMMENDATION TO APPROVE ORDER OF LAYOFF - CLASSIFIED**
Communication from Christina Pizarro Winting, Executive Director
- Suggested Action:** Approve recommendation.

17. [20-277CS](#) **RECOMMENDATION TO APPROVE PRIOR CLASSIFIED STATUS
AND SENIORITY**

Communication from Christina Pizarro Winting, Executive Director

Suggested Action: Approve recommendation.

18. [20-278CS](#) **RECOMMENDATION TO APPLY** terms of the 2019 - 2023 Memorandum
of Understanding with the Long Beach Management Association to the
Executive Director of the Civil Service Commission.

Suggested Action: Approve recommendation.

Attachments: [10-07-20-SalaryAdjustmentsforUnrepresentedI](#)

19. [20-279CS](#) **DISCUSSION REGARDING CONDUCTING CIVIL SERVICE HEARINGS
UNDER THE CURRENT HEALTH ORDER RESTRICTIONS**

Suggested Action: Receive and file.

Attachments: [CIVIL SERVICE COMMISSIONVIRTUALHEAF](#)

20. STANDING COMMITTEES

- A. Executive Committee
- B. Recruitment and Selection Committee
- C. Special Projects Committee

21. REPORTS FROM MANAGERS

- A. Recruitment Division – Crystal Slaten
- B. Employment Services Division – Caprice McDonald
- C. Administration Support Services – Maria Alamo
- D. Executive Director – Christina Pizarro Winting

22. UNFINISHED BUSINESS

Ad Hoc Subcommittees:

- A. Subcommittee to Develop Civil Service Commission Policy regarding requests to
Utilize Classified Positions in the Unclassified Service

23. NEW BUSINESS

ADJOURNMENT

NO HEARING

I, Marla Camerino, Executive Assistant, certify that the agenda was posted not less than 72 hours prior to the meeting.

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, 24 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, 24 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, 24 horas hábiles antes de la reunión de la comisión de estatutos.

បើមានការចង់បានឲ្យមានការបកប្រែភាសាផ្ទាល់មាត់ឲ្យអ្នកមិនចេះនិយាយអង់គ្លេស ឬបើមានការចង់បានឲ្យមានដំណោះស្រាយពិសេសដោយយោងតាមមាត្រាច្បាប់ស្តីពី ជនពិការអាមេរិកាំង សូមមេត្តាធ្វើសំណើអ្នកតាមទូរស័ព្ទដោយហៅទៅការិយាល័យស្មៀន ក្រុងតាមរយៈលេខ (562) 570-6101 (24 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.

បើមានការចង់បានឲ្យមានការបកប្រែឯកសារស្តីពីរបៀបរាជ្យ និងកំណត់ហេតុឲ្យ អ្នកដែលមិនចេះនិយាយអង់គ្លេស សូមមេត្តាធ្វើសំណើអ្នកតាមទូរស័ព្ទដោយហៅ ការិយាល័យស្មៀនក្រុងតាមរយៈលេខ (562) 570-6101 (72 ម៉ោងធ្វើការមុននឹង ចាប់ផ្តើមបើកកិច្ចប្រជុំគណៈកម្មការធម្មនុញ្ញ)។