

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



Joel Garnica, Commissioner
Susana Gonzalez Edmond, Commissioner
Heather Morrison, Commissioner

David P. Honey, Interim Executive Director

THE REGULARLY SCHEDULED MEETING OF THE CIVIL SERVICE COMMISSION FOR WEDNESDAY, APRIL 3, 2019, HAS BEEN CANCELLED DUE TO LACK OF A QUORUM.

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. 19-055CS **Recommendation to approve minutes:**
Regular Meeting of March 20, 2019
Suggested Action: Approve recommendation.
Attachments: [CSC Mtg Minutes for 03-20-19 draft.pdf](#)

CONSENT CALENDAR (2 - 6):

2. 19-056CS **Recommendation to approve examination results:**
Business Systems Specialist Test #12 (Established 03/21/19)
Communication Specialist Test #03 (Established 03/27/19)
Customer Service Representative (Established 03/29/19)
*Parking Control Supervisor (Established 03/27/19) **PROMOTIONAL***
Senior Program Manager - Water Test #02 (Established 03/27/19)
Special Services Officer Test #36 (Established 03/19/19)
Systems Technician Test #01 (Established 03/20/19)
Suggested Action: Approve recommendation.
Attachments: [Exam Results for 04-03-19.pdf](#)

3. 19-057CS **Recommendation to receive and file bulletin(s):**
Accounting Clerk
Capital Projects Coordinator
Combination Building Inspector Aide
Mechanical Supervisor
Office Systems Analyst (Vacancy in Information Management Division Business Analysis)
Office Systems Analyst (Vacancy in Information Management Division Cybersecurity)
Office Systems Analyst (Vacancy in Information Management Division Cybersecurity)
Office Systems Analyst (Vacancy in Information Management Division Network Operations Center)
Office Systems Analyst (Vacancy in Security Division)
Recycling Specialist
- Suggested Action:** Approve recommendation.
- Attachments:** [Bulletins - 04-03-19-L.pdf](#)
4. 19-058CS **Recommendation to receive and file resignation(s):**
Danny Hor, Stock and Receiving Clerk, Energy Resources (2 yrs., 7 mos.)
Patricia Flinn, Senior Records Clerk, Police Department (22 yrs., 9 mos.)
Richard Magana, Customer Service Rep II, Financial Management (2 yrs., 5 mos.)
- Suggested Action:** Approve recommendation.
5. 19-059CS **Recommendation to receive and file withdrawal of appeal:**
Dismissal Appeal 19-S-1617
- Suggested Action:** Approve recommendation.

6. 19-060CS **Recommendation to Approve Extension of Expiring Eligible Lists (6 months)**
Staff report prepared by David P. Honey, Interim Executive Director
- Petroleum Operations Coordinator (K45AN-18) Test #02 (10/8/2018)*
Planner (F53AN-19) Test #02 (10/23/2018)
Public Safety Dispatcher - NTN Exam (J45AN-18A) Test #01 (4/23/2018)
Public Safety Dispatcher - Post Waiver (J45AN-18B) Test #01 (4/23/2018)
Special Services Officer (F33AN-18) Test #26 (4/23/2018)
Special Services Officer (F33AN-19) Test #32 (10/4/2018)
Systems Support Specialist (H69AN-18) Test #09 (10/31/2018)
- Suggested Action:** Approve recommendation.
- Attachments:** [Extension of Expiring Eligible Lists - 04-2019.p](#)

REGULAR AGENDA

7. 19-061CS **RECOMMENDATION FOR EXTENSION OF PROBATIONARY PERIOD -**
(Michael Shea, Special Services Officer III-Armed)
Communication from Stacey V. Lewis, Director of Human Resources,
Harbor Department
Staff Report prepared by Kris Ramos, Assistant Administrative Analyst II
- Suggested Action:** Approve recommendation.
- Attachments:** [Extend Probation - M Shea - SSOIII - POLB - 0](#)
8. 19-062CS **RECOMMENDATION TO ADOPT NEW CLASSIFICATION AND NEW CLASSIFICATION SPECIFICATION -**
(Gas Field Technician)
- a. *Communication from Alex Basquez, Director of Human Resources Department*
- b. *Staff report prepared by Sheree Valdoria, Personnel Analyst*
- Suggested Action:** Approve recommendation.
- Attachments:** [New Class Spec - Gas Field Tech - 04.03.19.p](#)

9. 19-063CS **RECOMMENDATION TO RECEIVE AND FILE BULLETIN:**
Gas Field Technician
Suggested Action: Approve recommendation.
Attachments: [Gas Field Tech Bulletin - 04-03-19-L.pdf](#)
10. 19-064CS **DISCUSSION OF DRAFT CIVIL SERVICE COMMISSION POLICY TO
ADDRESS REQUESTS TO TEMPORARILY USE CLASSIFIED
POSITIONS IN THE UNCLASSIFIED SERVICE**
Suggested Action: Receive and File.
Attachments: [Discussion CSC Policy - Requests to Use Clas](#)
11. 19-065CS **DISCUSSION OF CIVIL SERVICE COMMISSION PROCESS FOR
REVIEWING EXAMINATION PROTESTS**
Suggested Action: Receive and File.

MANGERS' REPORTS

Recruitment and 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

HEARING 01-D-1718

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.

**បើមានការចង់បានឲ្យមានការបកប្រែឯកសារស្តីពីរបៀបរាវ និងកំណត់ហេតុឲ្យ
អ្នកដែលមិនចេះនិយាយអង់គ្លេស សូមមេត្តាធ្វើសំណើអ្នកតាមទូរស័ព្ទដោយហៅ
ការិយាល័យស្មៀនក្រុងតាមរយៈលេខ (562) 570-6101 (72 ម៉ោងធ្វើការមុននឹង
ចាប់ផ្តើមបើកកិច្ចប្រជុំគណកម្មការធម្មនុញ្ញ)។**