

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

**WEDNESDAY, SEPTEMBER 1, 2021
411 W. OCEAN BOULEVARD
CIVIC CHAMBERS, 8:30 AM**

Joen Garnica, President
Brandon Dowling, Vice President



Phyllis O. Arias, Commissioner
Susana Gonzalez Edmond, Commissioner
Yvonne Wheeler, Commissioner

Christina Pizarro Winting, Executive Director

FLAG SALUTE

ROLL CALL

1. COMMENTS FROM THE PUBLIC – THE CIVIL SERVICE COMMISSION WILL HEAR FROM MEMBERS OF THE PUBLIC ON MATTERS WITHIN THE COMMISSION’S JURISDICTION.

2. [21-237CS](#) **Recommendation to approve minutes:**
Regular Meeting of August 18, 2021

Suggested Action: Approve recommendation.

Attachments: [CSC Mtg Minutes for 08-18-21 Special Meetin](#)

CONSENT CALENDAR (3 – 14):

3. [21-238CS](#) **Recommendation to approve examination results:**
Harbor Patrol Officer I-III Test #02
Library Clerk I-IV
School Guard Test #09
- Suggested Action:** Approve recommendation.
- Attachments:** [Exam Results for 09-01-21.pdf](#)
4. [21-239CS](#) **Recommendation to approve bulletin(s):**
Mechanical Engineer
- Suggested Action:** Approve recommendation.
- Attachments:** [Bulletins - 09-01-21 L.pdf](#)
5. [21-240CS](#) **Recommendation to receive and file retirement(s):**
Pamela Buckner, Housing Aide II, Department of Health and Human Services (5 yrs., 5 mos.)
William Greco, Supervising Park Ranger, Police Department (30 yrs., 4 mos.)
Donald Leonhard, Gardener II, Department of Parks, Recreation and Marine (33 yrs., 11 mos.)
Angelee Metzger, Systems Technician, Department of Technology and Innovation (33 yrs., 11 mos.)
Charleen Mirabal, School Guard, Department of Public Works (16 yrs., 5 mos.)
Robert Woods, Police Lieutenant, Police Department (25 yrs., 6 mos.)
- Suggested Action:** Approve recommendation.

6. [21-241CS](#)

Recommendation to receive and file resignation(s):

*Keon Abraham, Refuse Operator I, Department of Public Works
(2 mos. 5 days)*

*Emilee Hoppe, Recreation Assistant, Department of Parks,
Recreation and Marine (4 yrs., 9 mos.)*

*Charles Lanning, Water Treatment Operator III, Water
Department (16 yrs., 4 mos.)*

*Cynthia Maclean, Business Systems Specialist IV, Department of
Technology and Innovation (1 yr., 6 mos.)*

*Rachel Richard, Public Safety Dispatcher II, Department of
Disaster Preparedness and Emergency Communications (6 yrs.,
2 mos.)*

Ryan Riotdan, Police Officer, Police Department (19 yrs., 7 mos.)

*Gianina Robinson, General Librarian, Department of Library
Services (3 yrs., 11 mos.)*

*Candice Starr, Customer Service Representative II, Department of
Financial Management (3 yrs., 10 mos.)*

*Jacquelyn Steybe, Special Services Officer III, Police Department
(2 yrs., 11 mos.)*

Suggested Action: Approve recommendation.

7. [21-242CS](#)

Recommendation to approve transfer(s):

*Erika Ortega - Payroll/Personnel Assistant II, Department of
Development Services to Payroll/Personnel Assistant III, Water
Department*

Suggested Action: Approve recommendation.

8. [21-243CS](#)

Recommendation to approve schedule for hearing(s):

*Suspension Appeal 05-S-1920, Suggested Dates: September 22 &
29, 2021*

Suggested Action: Approve recommendation.

9. [21-244CS](#)

Recommendation to approve reschedule for hearing(s):

Suspension Appeal 07-S-1819, Suggested Date: September 8 & 15, 2021

Suggested Action: Approve recommendation.

10. [21-245CS](#)

COVID-19 Related: Recommendation to Extend Non-Career

Hours - Jonathan DeGroot, Administrative Analyst III-NC

Communication from Sandra Kennedy, Administrative Officer,

Department of Financial Management

Staff report prepared by Desiree Davalos, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [ExtNCHours-JDeGroot-FM-09-01-21.pdf](#)

11. [21-246CS](#)

COVID-19 Related: Recommendation to Extend Non-Career

Hours - Yeselin Martinez, Recreation Leader Specialist VII-NC

Communication from Sheryl Bender, Administrative Officer,

Department of Parks, Recreation and Marine

Staff report prepared by Sylvana Tamura, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [ExtNCHours-YPMartinez-PR-09-01-21.pdf](#)

12. [21-247CS](#)

COVID-19 Related: Recommendation to Extend Non-Career

Hours (Expected to Exceed) - David Castro Radilla, Carmen

Valdes, Kevin Real Villa, Public Health Associates

Communication from Kelly Colopy, Director, Department of Health

and Human Services

Staff report prepared by Maria Cano, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [ExtNCHours-PHA-HE-Radilla.Valdes.Villa-09-C](#)

13. [21-248CS](#)

Recommendation to Approve Provisional Appointment - Toulip

Toun, Senior Accountant

Communication from Sandra Kennedy, Administrative Officer,

Department of Financial Management

Staff report prepared by Desiree Davalos, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [ProvAppt-SA-TToun-FM-09-01-21_L.pdf](#)

14. [21-249CS](#)

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

Staff report prepared by Christina Pizarro Winting, Executive Director

*Business Systems Specialist I-VII (H67AN-20) Test #21 (9/9/2020) **2 months****

Capital Projects Coordinator I-IV (EC6AN-20) Test #01 (9/18/2020)

Civil Engineer (K11NN-20) Test #17 (9/18/2020)

Civil Engineer (K11NN-21) Test #21 (3/31/2021)

Criminalist I-IV (F06AN-20) Test #01 (3/6/2020)

Electrical Engineer (K89NN-21) Test #01 (3/31/2021)

*Environmental Health Specialist I-IV (G43AN-20) Test #02 (9/15/2020) **1 month****

*Environmental Health Specialist I-IV (G43AN-20) Test #03 (9/23/2020) **1 month****

*General Maintenance Supervisor I-II (J78AN-19) Test #01 (9/3/2019) **1 month****

Hazardous Materials Specialist I-II (G42AN-20) Test #01 (9/10/2020)

Hazardous Materials Specialist I-II (G42AN-20) Test #02 (9/23/2020)

Licensed Vocational Nurse (G05NN-20) Test #01 (9/30/2020)

Permit Center Supervisor (ED9NN-20) (3/3/2020)

Plan Checker - Fire Prevention I-II (KA4NN-19) Test #06 (5/8/2019)

Plan Checker - Fire Prevention I-II (KA4NN-20) Test #07 (10/11/2019)

Plan Checker - Fire Prevention I-II (KA4NN-20) Test #08 (1/14/2020)

Plan Checker - Fire Prevention I-II (KA4NN-20) Test #09 (3/3/2020)

Police Officer - Lateral (F23NN-20) Test #15 (9/2/2020)

Port Planner I-V (N55AN-20) Test #01 (9/3/2020)

Public Health Nurse I-III (G19AN-20) Test #07 (9/8/2020)

Public Health Nurse I-III (G19AN-21) Test #13 (3/8/2021)

Public Safety Dispatcher I-IV - NTN Exam (J45AN-20A) Test #15 (9/23/2020)

Public Safety Dispatcher I-IV - NTN Exam (J45AN-21A) Test #20 (3/17/2021)
Public Safety Dispatcher I-IV - Post Waiver (J45AN-20B) Test #16 (9/4/2020)
Public Safety Dispatcher I-IV - Post Waiver (J45AN-20B) Test #17 (9/24/2020)
Public Safety Dispatcher I-IV - Post Waiver (J45AN-21B) Test #21 (3/17/2021)
*Recreation Assistant (H52NN-19) Test #01 (3/1/2019) 3 months**
*Refuse Operator I-III (JA2AN-20) Test #23 (12/19/2019) 2 months**
*Refuse Operator I-III (JA2AN-20) Test #24 (2/7/2020) 2 months**
*Refuse Operator I-III (JA2AN-20) Test #25 (3/23/2020) 2 months**
*Refuse Operator I-III (JA2AN-20) Test #26 (3/23/2020) 4 months**
Senior Combination Building Inspector (K90NN-20) (9/18/2020)
Senior Electrical Inspector (K56NN-20) Test #03 (3/10/2020)
Special Services Officer I-IV (F33AN-19) Test #36 (3/19/2019)
Special Services Officer I-IV (F33AN-20) Test #46 (9/4/2020)
Special Services Officer I-IV (F33AN-21) Test #51 (3/17/2021)
Traffic Engineering Associate I-II (K79NN-20) (3/10/2020)
*Water Treatment Operator I-IV (MA1An-20) Test #04 (3/9/2020) 2 months**

Suggested Action: Approve recommendation.

Attachments: [Extension of Expiring Eligible Lists - 09-2021.p](#)

REGULAR AGENDA

15. [21-250CS](#)

RECOMMENDATION TO REQUEST PROVISIONAL APPOINTMENT - Community Information Specialist

Communication from Sheryl Bender, Administrative Officer, Department of Parks, Recreation and Marine

Staff report prepared by Sylvana Tamura, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [ProvAppoint-CommunityInformationSpecialist-F](#)

16. [21-251CS](#)

**RECOMMENDATION TO REQUEST PROVISIONAL
APPOINTMENT - Clerk I**

*Communication from Sheryl Bender, Administrative Officer,
Department of Parks, Recreation and Marine
Staff report prepared by Sylvana Tamura, Personnel Analyst*

Suggested Action: Approve recommendation.

Attachments: [ProvAppoint-ClerkI-PR-09-01-21.pdf](#)

17. [21-252CS](#)

**RECOMMENDATION TO APPROVE REVISED CLASSIFICATION
SPECIFICATION - Carpenter**

*Communication from Joe Ambrosini, Director, Department of
Human Resources
Staff report prepared by Jami Kerr-Jenkins, Personnel Analyst*

Suggested Action: Approve recommendation.

Attachments: [RevClassSpec-Carpenter-09-01-21 L.pdf](#)

18. [21-253CS](#)

**RECOMMENDATION TO RECEIVE AND FILE THE CIVIL SERVICE
BUDGET PRESENTATION FOR FISCAL YEAR 2022**

Communication from Christina Pizarro Winting, Executive Director

Suggested Action: Receive and file.

Attachments: [CSC FY22 Budget Presentation 9.1.2021.pdf](#)

19. STANDING COMMITTEES

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

20. REPORTS FROM MANAGERS

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

21. UNFINISHED BUSINESS

22. NEW BUSINESS

23. 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

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 និងកំណត់ហេតុឲ្យអ្នកដែលមិនចេះនិយាយអង់គ្លេស សូមមេត្តាធ្វើសំណើអ្នកតាមទូរស័ព្ទដោយហៅការិយាល័យស្មៀនក្រុងតាមរយៈលេខ (562) 570-6101 (72 ម៉ោងធ្វើការមុននឹងចាប់ផ្តើមបើកកិច្ចប្រជុំគណកម្មការធម្មនុញ្ញ)។