

Date: May 25, 2022

To: Civil Service Commission

From: Levi Sinkler, Personnel Analyst

Subject: **Request to Approve Revised Classification Specification: Corrosion Control Supervisor**

Correspondence has been received from Joe Ambrosini, Human Resources Director, requesting Civil Service Commission approval and adoption for the revised classification specification of Corrosion Control Supervisor. Staff has reviewed this request and recommends approval from the Commission in accordance with Article XI, Section 1101(d) of the City Charter.

Facts for Consideration:

- Article XI, Section 1101(d) of the City Charter grants the Civil Service Commission the powers and duties to create classifications of employees in the classified service, subject to the power of the City Council to establish positions of employment.
- The Corrosion Control Supervisor supervises the monitoring, maintenance, and modification of natural gas pipeline Cathodic Protection Systems.
- The classification specification of Corrosion Control Supervisor was adopted on June 18, 1976, by the Civil Service Commission and was last updated on April 28, 1983.
- The proposed changes to the Corrosion Control Supervisor classification specification are as follows:

DEFINITION CURRENT LANGUAGE	DEFINITION PROPOSED LANGUAGE
Under direction, supervises the monitoring, maintenance, and modification of underground gas pipeline Cathodic Protection Systems (CPS).	Under direction, supervises the monitoring, maintenance, and modification of natural gas pipeline Cathodic Protection Systems (CPS). Justification: updated underground to "natural" gas as language industry standard.



EXAMPLES OF DUTIES CURRENT LANGUAGE	EXAMPLES OF DUTIES PROPOSED LANGUAGE
<ul style="list-style-type: none"> • Performs field tests to gather data on CPS status; • Evaluates data and implements system modification to meet U.S. Department of Transportation requirements; • Utilizes a variety of specialized tools and equipment including potentiometers, interrupters, Pearson Pipe Locators, Miller meters, copper sulphate electrodes and soil resistivity meters; • Writes detailed specifications for contract work, equipment and materials necessary for CPS maintenance; • Prepares and maintains accurate records pertaining to CPS; • Deals regularly with the public and maintains liaison with a variety of private and governmental organizations; • Monitors contracted well drilling activities; • Selects, trains, assigns, supervises, and evaluates the work of subordinates; • Performs other related duties as required. 	<p>Added the following duty statements:</p> <ul style="list-style-type: none"> • Under general direction supervises a corrosion control group, which is responsible for monitoring, operating, maintaining and modifying natural gas pipeline cathodic protection systems (CPS); • Troubleshoots electrical rectifiers; • Purchases and maintains CPS tools, materials, and equipment; • Utilizes Supervisory Control and Data Acquisition System (SCADA); • Maintains current, accurate, and accessible DOT mandated compliance records pertaining to CPS; <p>Revised Statements:</p> <ul style="list-style-type: none"> • Writes and/or reviews detailed specifications for contract work, equipment and materials necessary for CPS operation and maintenance; • Supervises and performs field tests to gather data on CPS status; • Monitors contracted field activities related to CPS; <p>Justification: additional duties are performed by the current classification and revised statements clarifies the duty statement.</p>
MINIMUM REQUIREMENTS CURRENT LANGUAGE	MINIMUM REQUIREMENTS PROPOSED LANGUAGE
<p>Promotional. Two years' service and current status as Gas Maintenance Supervisor or Construction Inspector with the Gas Department.</p> <p>A valid California motor vehicle operator's license.</p>	<p>Applicants must possess the Certification as a Cathodic Protection Technician (CP2) from the National Association of Corrosion Engineers (NACE)</p> <p>And one of the following:</p> <ul style="list-style-type: none"> • Bachelor's degree in physical sciences or engineering -AND- One (1) year of verifiable cathodic protection work experience; -OR- • Two (2) years of verifiable cathodic protection work experience -AND- Two (2) years of post-high school training from approved math or science technical/trade school;-OR-



	<ul style="list-style-type: none"> • Three (3) years of verifiable cathodic protection work experience. <p>A valid California motor vehicle operator's license.</p> <p>Employees in this classification are subject to the Federal Department of Transportation Pipeline and Hazardous Material Safety Administration's (PHMSA) Anti-Drug & Alcohol Misuse/Prevention Program.</p> <p>Justification: revised language reflects the certifications, education and experience minimally required for the position in order to be in compliance with federal requirements and to be able to perform the duties of this classification on day one.</p>
KNOWLEDGE, SKILLS AND ABILITIES CURRENT LANGUAGE	KNOWLEDGE, SKILLS AND ABILITIES PROPOSED LANGUAGE
None previously noted.	<ul style="list-style-type: none"> • Knowledge of CPS systems to recommend and implement CPS modifications to comply with federal regulations (49 CFR Part 192 Subpart I-Requirements for Corrosion Control); • Knowledge of CPS maintenance activities to train, supervise and coordinate field personnel; • Ability to perform field testing, operate, maintain, and modify a natural gas pipeline cathodic protection system (CPS); • Ability to maintain current, accurate and accessible records of field data; • Ability to deal effectively with people on a daily basis. • Ability to safely lift and move objects weighing up to 50 pounds, enter confined spaces, and work from heights; • Ability to operate a personal computer, tablet, or other electronic devices. • Ability to communicate effectively both orally and in writing; and • Ability to Perform mathematical calculations. <p>Willingness and ability to work an alternative work schedule, overtime, weekends, holidays, irregular hours, and be on-call, as needed.</p> <p>Justification: language developed to describe the required knowledge, skills and abilities of this classification.</p>

- Civil Service worked with staff from Energy Resources, Human Resources, and the Long Beach Association of Engineering Employees (LBAEE) on the proposed revisions to the class



specification of Corrosion Control Supervisor. The meet and confer obligation was completed on March 11, 2022 with LBAEE regarding the proposed changes, which they are in support of.

The Energy Resources and Human Resources Departments has been advised that this item is on today's agenda. Representatives from the Departments are present to respond to any questions posed by the Civil Service Commission.



Date: April 7, 2022

To: Civil Service Commission

From: Joe Ambrosini, Director of Human Resources 

Subject: **CLASSIFICATION SPECIFICATION REVISION – CORROSION CONTROL SUPERVISOR**

The Department of Human Resources is requesting the Civil Service Commission adopt the revised classification specification for Corrosion Control Supervisor.

Attached please find the draft revised classification specification. The classification specification was revised to update the Examples of Duties to reflect the current work performed by the classification. Additionally, the Knowledge, Skills, and Abilities section was added, the classification was changed from promotional to open-competitive and the Minimum Requirements were revised accordingly.

Human Resources staff worked with Civil Service and the Energy Resources Department to complete the meet and confer process; therefore, the Department of Human Resources is requesting the Civil Service Commission adopt the revised classification specification for Corrosion Control Supervisor.

Should you have any questions regarding this item, please contact Russ Ficker, Human Resources Officer, at (562) 570-7147.

Attachment:

Corrosion Control Supervisor Classification Specification

cc: Fred Verdugo, Deputy Director – Human Resources
Russ Ficker, Human Resources Officer

Human Resources Approval

Director or Designee

Date

TITLE: **CORROSION CONTROL SUPERVISOR**

DEFINITION: Under direction, supervises the monitoring, maintenance and modification of natural gas pipeline Cathodic Protection Systems (CPS).

EXAMPLES OF DUTIES:

- Under general direction supervises a corrosion control group, which is responsible for monitoring, operating, maintaining and modifying natural gas pipeline cathodic protection systems (CPS);
- Supervises and Performs field tests to gather data on CPS status;
- Evaluates data and implements system modifications to meet U.S. Department of Transportation (DOT) requirements;
- Utilizes a variety of specialized tools and equipment including: potentiometers, interrupters, Pearson Pipe Locators, Miller meters, copper sulphate electrodes and soil resistivity meters;
- Troubleshoots electrical rectifiers;
- Writes and/or reviews specifications for contract work, equipment, and materials necessary for CPS operation and maintenance;
- Purchases and maintains CPS tools, materials, and equipment;
- Prepares and maintains accurate records pertaining to CPS;
- Utilizes Supervisory Control and Data Acquisition System (SCADA);
- Maintains current, accurate, and accessible DOT mandated compliance records pertaining to CPS;
- Deals regularly with the public and maintains liaison with a variety of private and governmental organizations;
- Monitors contracted field activities related to CPS;
- Selects, trains, assigns, supervises, and evaluates the work of subordinates; and
- Performs other duties as required.

MINIMUM QUALIFICATIONS:

Applicants must possess the Certification as a Cathodic Protection Technician (CP2) from the National Association of Corrosion Engineers (NACE)

And one of the following:

- Bachelor's degree in physical sciences or engineering -AND- One (1) year of verifiable cathodic protection work experience; -OR-

- Two (2) years of verifiable cathodic protection work experience -AND- Two (2) years of post-high school training from approved math or science technical/trade school;-OR-
- Three (3) years of verifiable cathodic protection work experience.

A valid California motor vehicle operator's license.

Employees in this classification are subject to the Federal Department of Transportation Pipeline and Hazardous Material Safety Administration's (PHMSA) Anti-Drug & Alcohol Misuse/Prevention Program.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of CPS systems to recommend and implement CPS modifications to comply with federal regulations (49 CFR Part 192 Subpart I-Requirements for Corrosion Control);
- Knowledge of CPS maintenance activities to train, supervise and coordinate field personnel;
- Ability to perform field testing, operate, maintain, and modify a natural gas pipeline cathodic protection system (CPS);
- Ability to maintain current, accurate and accessible records of field data;
- Ability to deal effectively with people on a daily basis.
- Ability to safely lift and move objects weighing up to 50 pounds, enter confined spaces, and work from heights;
- Ability to operate a personal computer, tablet, or other electronic devices.
- Ability to communicate effectively both orally and in writing; and
- Ability to Perform mathematical calculations.

Willingness and ability to work an alternative work schedule, overtime, weekends, holidays, irregular hours, and be on-call, as needed.

HISTORY:

Revision of Classification Specification dated 06/18/76

Approval/Adoption Dates: 04/28/83

Revision of Classification Specification approved by Civil Service Commission on 3/30/2022

Approved 2.2.2022 CM