

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

**WEDNESDAY, AUGUST 31, 2022  
TELECONFERENCE, 9:00 AM**

Joel Garnica, President  
Erik Fallis, Vice President



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

Christina Pizarro Winting, Executive Director

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**FINISHED AGENDA AND DRAFT MINUTES**

**SPECIAL MEETING**

**HELD VIA TELECONFERENCE  
PURSUANT TO AB 361  
(GOV. CODE SECTION 54953(e)(1)-(2))**

**WEB LINK: <https://longbeach-gov.zoom.us/j/93228726250>**

**DIAL IN NUMBER: (213) 338-8477 / MEETING ID: 932 2872 6250**

President Garnica called the meeting to order at 9:12 a.m.

**FLAG SALUTE**

Sandra Kennedy representing the Health and Human Services Department led us in the flag salute.

**ROLL CALL**

**Commissioners** Phyllis O. Arias, Susana Gonzalez Edmond, Yvonne Wheeler,  
**Present:** Erik Fallis and Joel Garnica

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President Garnica dedicated this meeting to all the students starting at the Long Beach Unified School District on this day and hopes that students and teachers are safe and have a wonderful school year.

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

There were no comments from the public at this time.

**2. 22-244CS      Recommendation to approve minutes:  
Special Meeting of August 17, 2022**

**A motion was made by Commissioner Wheeler, seconded by Commissioner Arias, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Phyllis O. Arias, Susana Gonzalez Edmond, Yvonne Wheeler, Erik Fallis and Joen Garnica

**CONSENT CALENDAR (3 - 7):**

Passed the Consent Calendar

**A motion was made by Commissioner Arias, seconded by Commissioner Gonzalez Edmond, to approve Consent Calendar Items, except for items 4 and 5. The motion carried by the following vote:**

**Yes:** 5 - Phyllis O. Arias, Susana Gonzalez Edmond, Yvonne Wheeler, Erik Fallis and Joen Garnica

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**3. 22-245CS Recommendation to approve examination results:**

*Environmental Health Specialist I-IV Test #01  
Gas Distribution Supervisor I-II (**Promotional**)  
Licensed Vocational Nurse Test #04  
Police Recruit Test #12  
Public Safety Dispatcher I-IV - NTN EXAM Test #33  
Recycling Specialist I-II  
Special Services Officer I-IV Test #65*

**A motion was made to approve recommendation on the Consent Calendar.**

**4. 22-246CS Recommendation to approve bulletin(s):**

*Development Project Manager I-III  
Laboratory Assistant I-III  
Office Systems Analyst I-IV - Disaster Recovery Analyst  
Office Systems Analyst I-IV - Enterprise Architect  
Office Systems Analyst I-IV - Senior Cybersecurity Engineer*

A discussion about the qualifying experience for the Office Systems Analyst I-IV roles occurred between Commissioner Arias, Commissioner Gonzalez Edmond, and Ms. McDonald. The discussion covered the experience required to qualify for these roles.

**A motion was made by Commissioner Wheeler, seconded by Vice President Fallis, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Phyllis O. Arias, Susana Gonzalez Edmond, Yvonne Wheeler, Erik Fallis and Joen Garnica

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5. 22-247CS

**Recommendation to receive and file retirement(s):**

*Gail Tweedt, Senior Librarian, Library Services, (36 yrs., 11 mos.)*

*Michael Williams, Gas Field Service Representative III, Energy Resources, (41 yrs., 2 mos.)*

*David Cohen, Police Officer, Police Department, (29 yrs., 8 days)*

*Dennis Price, Police Officer, Police Department, (25 yrs., 10 mos.)*

*Nitsa Vasquez, Clerk Typist III, Police Department, (11 yrs., 2 mos.)*

President Garnica wanted to acknowledge the retirees for their 144 years of combined of experience that these individuals provided to the City of Long Beach.

**A motion was made by Vice President Fallis, seconded by Commissioner Arias, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Phyllis O. Arias, Susana Gonzalez Edmond, Yvonne Wheeler, Erik Fallis and Joen Garnica

6. 22-248CS

**Recommendation to receive and file resignation(s):**

*Dominique Edmond, Engineering Technician I, Energy Resources (1 yrs., 10 mos.)*

*Amechi Akpom, Police Officer, Police Department (3 yrs., 8 mos.)*

**A motion was made to approve recommendation on the Consent Calendar.**

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7. 22-249CS

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

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

ADMINISTRATIVE ANALYST I-IV (EA8AN-21) (7/9/2021)

**Extend 1 month\***

AIRPORT OPERATIONS SPECIALIST I-II (G46AN-21)  
(3/2/2021)

BUSINESS SYSTEMS SPECIALIST I-VII (DIGITAL SERVICES  
SPECIALIST) (H67AN-22A) TEST #01 (3/16/2022)

BUSINESS SYSTEMS SPECIALIST I-VII (DIGITAL SERVICES  
SPECIALIST) (H67AN-22A) TEST #02 (3/30/2022)

BUSINESS SYSTEMS SPECIALIST I-VII (ERP FINANCIAL  
SYSTEMS SUPERVISOR) (H67AN-22B) TEST #01  
(3/30/2022)

BUSINESS SYSTEMS SPECIALIST I-VII (GIS ANALYST)  
(H67AN-22G) TEST #01 (3/16/2022)

BUSINESS SYSTEMS SPECIALIST I-VII (GIS ANALYST)  
(H67AN-22G) TEST #02 (3/30/2022)

BUSINESS SYSTEMS SPECIALIST I-VII (GIS PROGRAM  
MANAGER) (H67AN-22H) TEST #01 (3/30/2022)

BUSINESS SYSTEMS SPECIALIST I-VII (PERMITTING  
SYSTEMS ADMINISTRATOR) (H67AN-22F) TEST #01  
(3/30/2022)

BUSINESS SYSTEMS SPECIALIST I-VII (PERMITTING  
SYSTEMS ANALYST) (H67AN-22E) TEST #01 (3/30/2022)

BUSINESS SYSTEMS SPECIALIST I-VII (SOFTWARE  
DEVELOPER) (H67AN-22D) TEST #01 (3/16/2022)

BUSINESS SYSTEMS SPECIALIST I-VII (SOFTWARE  
DEVELOPER) (H67AN-22D) TEST #02 (3/30/2022)

BUSINESS SYSTEMS SPECIALIST I-VII (WEB SOLUTIONS  
ENGINEER) (H67AN-22C) TEST #01 (3/16/2022)

BUSINESS SYSTEMS SPECIALIST I-VII (WEB SOLUTIONS  
ENGINEER) (H67AN-22C) TEST #02 (3/30/2022)

CHIEF CONSTRUCTION INSPECTOR (K08NN-21)  
(3/17/2021)

CIVIL ENGINEER (K11NN-21) TEST #21 (3/31/2021)

CIVIL ENGINEER (K11NN-22) TEST #28 (3/16/2022)

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CRIMINALIST I-IV (F06AN-20) TEST #01 (3/6/2020)  
ELECTRICAL AND INSTRUMENTATION TECHNICIAN I-II  
(MG6AN-21) TEST #01 (6/9/2021)  
ELECTRICAL AND INSTRUMENTATION TECHNICIAN I-II  
(MG6AN-21) TEST #02 (9/15/2021)  
ELECTRICAL AND INSTRUMENTATION TECHNICIAN I-II  
(MG6AN-22) TEST #04 (3/30/2022)  
ELECTRICAL ENGINEER (K89NN-21) TEST #01 (3/31/2021)  
GARAGE SERVICE ATTENDANT I-III (J23AN-20) TEST #03  
(1/6/2020) **Extend 4 months\***  
HARBOR PATROL OFFICER I-III (NM4AN-21) TEST #03  
(9/15/2021)  
HAZARDOUS MATERIALS SPECIALIST I-II (G42AN-20)  
TEST #01 (9/10/2020)  
HAZARDOUS MATERIALS SPECIALIST I-II (G42AN-20)  
TEST #02 (9/23/2020)  
HOUSING AIDE I-II (HS1AN-21) (7/7/2021) **Extend 1 month\***  
LABORATORY ANALYST I-III (M13AN-21) (9/15/2021)  
MICROBIOLOGIST I-III (G08AN-22) TEST #01 (3/16/2022)  
OFFICE SYSTEMS ANALYST I-IV (CYBERSECURITY  
ENGINEER) (ND4AN-22A) TEST #01 (3/30/2022)  
OFFICE SYSTEMS ANALYST I-IV (GIS APPLICATIONS  
ANALYST) (ND4AN-22B) TEST #01 (3/30/2022)  
PLANNER I-V (F53AN-21) (8/18/2021) **Extend 1 month\***  
POLICE OFFICER - LATERAL (F23NN-20) TEST #15  
(9/2/2020)  
POLICE OFFICER - LATERAL (F23NN-21) TEST #22  
(9/29/2021)  
POLICE OFFICER - LATERAL (F23NN-22) TEST #27  
(3/30/2022)  
POLICE RECRUIT (F63NN-22) TEST #05 (3/2/2022)  
POLICE RECRUIT (F63NN-22) TEST #06 (3/30/2022)  
PORT PLANNER I-V (N55AN-20) TEST #01 (9/3/2020)  
PUBLIC HEALTH NURSE SUPERVISOR (G20NN-20) TEST  
#04 (8/6/2020) **Extend 3 months\***  
PUBLIC SAFETY DISPATCHER I-IV - NTN EXAM  
(J45AN-20A) TEST #15 (9/23/2020)  
PUBLIC SAFETY DISPATCHER I-IV - NTN EXAM  
(J45AN-21A) TEST #25 (9/15/2021)

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*PUBLIC SAFETY DISPATCHER I-IV - POST WAIVER  
(J45AN-20B) TEST #16 (9/4/2020)  
PUBLIC SAFETY DISPATCHER I-IV - POST WAIVER  
(J45AN-21B) TEST #21 (3/17/2021)  
REFUSE OPERATOR I-III (JA2AN-21) TEST #30 (9/29/2021)  
SCHOOL GUARD (F31N1-21) TEST #10 (9/15/2021)  
SPECIAL SERVICES OFFICER I-IV (F33AN-20) TEST #46  
(9/4/2020)  
SPECIAL SERVICES OFFICER I-IV (F33AN-21) TEST #51  
(3/17/2021)  
SPECIAL SERVICES OFFICER I-IV (F33AN-21) TEST #56  
(9/15/2021)  
SPECIAL SERVICES OFFICER I-IV (F33AN-21) TEST #57  
(9/29/2021)  
SPECIAL SERVICES OFFICER I-IV (F33AN-22) TEST #62  
(3/30/2022)  
TRAFFIC ENGINEERING ASSOCIATE I-II (K79NN-20)  
(3/10/2020)  
WATER TREATMENT OPERATOR I-IV (MA1AN-22) TEST  
#01 (3/16/2022)  
WATER TREATMENT OPERATOR I-IV (MA1AN-22) TEST  
#02 (3/30/2022)*

**A motion was made to approve recommendation on the  
Consent Calendar.**

**REGULAR AGENDA**

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8. 22-251CS      **COVID-19: RECOMMENDATION TO EXTEND NON-CAREER HOURS** - David Castro Radilla, Vivienne Del Mar, Alejandro Flores, Julian La Rosa, Andrew Rendon, Maria Hernandez, Jenny Phoun, Ahmad Shilleh, Gilberto Hernandez- Public Health Associate - NC  
*Communication from Sandra Kennedy, Administrative Officer, Health and Human Services*  
*Staff Report prepared by Levi Sinkler, Personnel Analyst*

Ms. Slaten introduced Mr. Sinkler who briefed the commission on this item.

Commissioner Arias commented that it has been asked for the staff not to bring multiple appointments in one agenda item, and Ms. Smay confirmed that this was an exception and that multiple appointments would be listed separately.

**A motion was made by Vice President Fallis, seconded by Commissioner Arias, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Phyllis O. Arias, Susana Gonzalez Edmond, Yvonne Wheeler, Erik Fallis and Joen Garnica

9. 22-253CS      **RECOMMENDATION FOR SELECTIVE CERTIFICATION** - Clerk Typist I  
*Communication from Sheryl Bender, Personnel & Training Superintendent, Parks, Recreation, and Marine*  
*Staff Report prepared by Stephanie Herrera, Personnel Analyst*

Ms. Slaten introduced Mr. Herrera who briefed the commission on this item.

**A motion was made by Commissioner Wheeler, seconded by Vice President Fallis, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Phyllis O. Arias, Susana Gonzalez Edmond, Yvonne Wheeler, Erik Fallis and Joen Garnica



10. 22-254CS

**REPORT ON REVISED RACE AND GENDER DESIGNATION**

*Staff Report prepared by Caprice McDonald, Employment Services Officer*

Ms. Slaten introduced Ms. McDonald who briefed the commission on this item.

President Garnica expressed her excitement with this report and is happy to see that individuals can identify as more than one option but added that there should be the ability to choose specific races. President Garnica also inquired about the data collected by the Health Department and whether it is something the City reports on or if it is separate and just for lab purposes. Ms. McDonald confirmed that it is separate information.

Commissioner Arias asked why the letter "T" was chosen for the multiracial option, and Ramon Garcia from Human Resources added that the HR compliance team were the ones that added the information in the system and believes the letter "T" was chosen because it is the first letter of the new race designation "two or more". Mr. Garcia also commented on the previous comment about providing further breakdown of an individual race and racial background and advised that the current HR system does have limitations and only allows to have one race field, so in looking at future HR systems, HR is hoping that there will be a way to break it down further so that employees and applicants can have more options to choose from, but for now, HR is continuing to go by the mandatory federal requirement categories.

Commissioner Gonzalez Edmond, President Garnica, Ms. McDonald and Ms. Kennedy went into further discussion on the data that is part of this report and how it is being collected. Ms. Kennedy explained to the commission how the Health Department is collecting the data and provided further information on the data collection that was performed in the early days of COVID-19. President Garnica commented on a recent article about the collection of information on those that are descendants of enslaved people, and how this could be useful information for future data gathering.

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**A motion was made by Commissioner Gonzalez Edmond,  
seconded by Commissioner Wheeler, to received and filed.  
The motion carried by the following vote:**

**Yes: 5 - Phyllis O. Arias, Susana Gonzalez Edmond, Yvonne  
Wheeler, Erik Fallis and Joen Garnica**

**11. STANDING COMMITTEES**

**A. Executive Committee**

**B. Recruitment and Selection Committee**

**C. Special Projects Committee**

*A. Executive Committee*

President Garnica informed the Commission that a committee meeting is scheduled for Friday, September 2.

*B. Recruitment and Selection Committee*

Commissioner Gonzalez Edmond informed the Commission that a committee meeting is scheduled for Friday, September 2, and Ms. Smay reiterated that meeting is scheduled for September 2 and the time will be selected soon.

*C. Special Projects Committee*

No report from the Committee at this time.

## 12. 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**

### *A. Recruitment and Outreach Services Division - Crystal Slaten*

Ms. Slaten reported on past and future recruitment events, such as the Second Annual Female Fire Recruit Workshop which included the Female Fire Alliance and instructors from Santa Ana Fire Academy. She informed the Commission that the team met with Long Beach City College and is working on a job fair for college students and a presentation on how to navigate the City's hiring process. The team also worked with the Workforce Development Center to connect city classifications with the various certification programs/colleges. Commissioner Arias mentioned that all the academic programs at Long Beach City College have curriculum guides, and once the jobs are aligned with the degrees or certificates, those jobs should go on the curriculum guide. Ms. Slaten acknowledged the suggestion and will speak to Long Beach City College partners regarding the curriculum guides. President Garnica circled back to a suggestion she made in previous meetings regarding finding opportunities for certifications and outreach opportunities for Public Safety Dispatcher. Ms. Slaten mentioned that it was not discussed during this meeting but that she is scheduled to meet with Long Beach City College in the coming weeks and will be sure to discuss the matter. President Garnica also asked if the team was aware of the Dia de Los Muertos event and Ms. Slaten mentioned that the team is currently working on September and October events and appreciates President Garnica for bringing this event to the staff's attention.

### *B. Employment Services Division - Caprice McDonald*

Ms. McDonald provided an update on the recent Police Recruit examination, the Recycling Specialist exam, and Equipment Mechanic. Ms. McDonald informed the Commission on the upcoming Administrative Officer's training and will provide Commission with an update on the training at a later date. Commissioner Arias suggested that when reporting on examination results if it would be difficult to provide the number of openings. Ms. McDonald acknowledged the suggestion and considers it very good information to include.

### *C. Administration and Support Services Division - Maria Alamo*

Ms. Alamo commented that the Administrative Officer training for City staff will be the first of many trainings being offered by the Civil Service staff and is looking forward to the trainings that will be provided in the future. Ms. Alamo also provided an update

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on the closing of Fiscal Year 2022 and reminded the Commission of the first potential budget adoption on September 6.

*D. Executive Director - Christina Pizarro Winting*  
No report from the Executive Director at this time.

**13. UNFINISHED BUSINESS**

No unfinished business to discuss at this time.

**14. NEW BUSINESS**

No new business to discuss at this time.

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

There were no comments from the public at this time.

Before closing the meeting, President Garnica reiterated that she hopes our students and teachers have a wonderful and safe year. Commissioner Gonzalez Edmond wanted to wish all the preschoolers a great year and thanks to everyone that plays the role of a parent in a child’s life today.

**ADJOURNMENT**

President Garnica adjourned the meeting at 10:06 a.m.

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

**NO HEARING**

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**NOTE:**

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  
ការិយាល័យស្មើនគ្រុងតាមរយៈលេខ (562) 570-6101 (72 ម៉ោងធ្វើការមុននឹង  
ចាប់ផ្តើមបើកកិច្ចប្រជុំគណៈកម្មការធម្មនុញ្ញ)។**