

**LONG BEACH CIVIL SERVICE COMMISSION  
CHARLES HICKS JR., PRESIDENT  
SEPTEMBER 18, 2013**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, September 18, 2013, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

**MEMBERS PRESENT:** Carolyn Smith Watts, Charles Hicks Jr., Jeanne Karatsu, Jonathan Gotz

**MEMBER EXCUSED:** Larry Keller

**OTHERS PRESENT:** Mario R. Beas, Executive Director & Secretary  
Melinda George, Deputy Director  
Marilyn Hall, Executive Assistant  
Christina Checel, Senior Deputy City Attorney  
Caprice McDonald, Personnel Analyst  
Robert Pfingsthorn, Personnel Analyst  
Lourdes Ferrer, Personnel Analyst  
Donna de Araujo, Personnel Analyst  
Ken Walker, Personnel Operations Manager, Human Resources

**President Hicks presided.**

**MINUTES:** It was moved by Commissioner Smith Watts, seconded by Commissioner Karatsu and carried that the minutes of the regular meeting of September 11, 2013, be approved as prepared. The motion carried by a unanimous roll call vote.

President Hicks held over Dismissal Hearing 08-D-1213, minutes of August 14, 2013 and September 4, 2013, due to lack of a quorum of Commissioners present at the hearing to approve the minutes.

It was moved by Commissioner Smith Watts, seconded by Commissioner Karatsu and carried that the Dismissal Appeal 25-D-1213, hearing minutes of September 4 & 11, 2013, be approved as prepared. The motion carried by a unanimous roll call vote.

**CONSENT CALENDAR (2-7):** It was moved by Commissioner Smith Watts, seconded by Commissioner Karatsu and carried that the Consent Calendar items be approved. The motion carried by a unanimous roll call vote.

**EXAMINATION RESULTS:**

Request to approve examination results.

Electrician (9/11/13) – 27 Applied, 27 Qualified  
Mechanical Engineer (9/11/13) – 4 Applied, 4 Qualified  
Microbiologist (9/6/13) – 2 Applied, 2 Qualified  
Plan Checker – Fire Prevention (9/13/13) – 6 Applied,  
6 Qualified  
Public Safety Dispatcher – Lateral – 4 Applied, 4 Qualified  
Special Services Officer (9/12/13) – 578 Applied,  
300 Qualified

**The motion was made to approve request on Consent Calendar.**

**RETIREMENTS:**

Request to receive and file retirements.

Lavon Kibodeaux/Housing Specialist/Health  
Mary Wright/Public Health Professional/Health  
Adolph Alarcon/Geographic Information Systems  
Analyst/Harbor  
Heriberto Barrios/Maintenance Assistant I/Public Works  
Timothy Head/Equipment Mechanic II/Public Works

**The motion was made to receive and file on Consent Calendar.**

**RESIGNATIONS:**

Request to receive and file resignations.

Daniel Pursley/Police Recruit  
Delno Blakey/School Guard/Police  
Frank Caudillo/Special Services Officer II/Police  
Steven Scott/Equipment Operator III/Public Works

**The motion was made to receive and file on Consent Calendar.**

**TRANSFERS:**

Request to approve transfers.

Bonnie Tam/Administrative Analyst III/Public Works to  
Administrative Analyst III/Fire  
Brian Weidman/Plan Checker – Fire Prevention II  
/Development Services to Plan Checker – Fire Prevention  
II/Fire

**The motion was made to approve on Consent Calendar.**

**SCHEDULE FOR HEARING:**

Request to approve hearing schedule.

Suspension Appeal 21-S-1213, October 4, 2013  
Suspension Appeal 23-S-1213, October 18, 2013  
Suspension Appeal 24-S-1213, November 8, 2013

**The motion was made to approve on Consent Calendar.**

**SCHEDULE FOR HEARINGS:**

Request to approve hearing schedule.

Dismissal Appeal 01-D-1213, October 23 &  
November 6, 2013  
Reduction Appeal 28-R-1213, December 6, 2013

**The motion was made to approve on Consent Calendar.**

**REQUEST TO WAIVE  
EXAMINATION:**

**SPECIAL SERVICES OFFICER**

The Secretary presented a communication from Sahira Munoz, requesting Commission authorization to waive the written examination for Special Services Officer and that her name be placed directly on the eligible list. In addition, the Secretary presented a staff report prepared by Donna deAraujo, Personnel Analyst. Melinda George, Deputy Director briefed the Commission regarding this request, stating that Ms. Munoz submitted an application and request to waive the examination specifying that she met the requirements for Option two on the bulletin, Possession of a P.O.S.T. certificate as a Reserve Police Officer. She stated that Ms. Munoz submitted copies of three training certificates, California P.O.S.T. Modulares 1, 2 and 3, as issued by the Los Angeles County Sheriff's Department but did not submit a P.O.S. T. certificate as a Peace Officer or Reserve Peace Officer. President Hicks stated that the Certificate Ms. Munoz holds meets the same criteria as the P.O.S.T. because all of the coursework has been completed. The Secretary informed the Commission that the staff had provided them with four options to consider. After discussion, it was moved by Commissioner Smith Watts, seconded by Commissioner Gotz and carried to allow Ms. Munoz to be placed on the eligible list without additional testing. The motion carried by a unanimous roll call vote.

**CONSIDERATION OF HEARING  
OFFICER'S REPORT:**

**SUSPENSION HEARING (03-S-1213)**

The Secretary requested that item be held over to October 16, 2013, at the request of the attorneys. After discussion, it was moved by Commissioner Smith Watts, seconded by Commissioner Karatsu and carried that the consideration of hearing officer's report be held over to October 16, 2013. The motion carried by a unanimous roll call vote.

**RESCHEDULE CSC MEETING  
OF OCTOBER 2, 2013:**

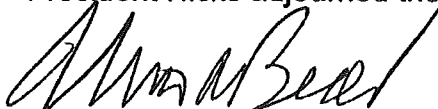
The Secretary requested that the regular meeting of October 2, 2013, be rescheduled to October 9, 2013, due to administration of the Police Recruit examination on October 2 and 3, 2013. After discussion, it was moved by Commissioner Karatsu, seconded by Commissioner Gotz and carried to reschedule the October 2, 2013, Commission meeting to October 9, 2013. The motion carried by a unanimous roll call vote.

**MANAGERS' REPORT:**

The Secretary thanked the Harbor Department for allowing Civil Service staff to conduct the writing exercise for Assistant Administrative Analyst at their facility on next week.

**ADJOURNMENT:**

There being no further business before the Commission, President Hicks adjourned the meeting.



**MARIO R. BEAS**  
Secretary

MRB:meh