




## Memorandum

**Date:** July 9, 2019  
**To:** Civil Service Commission  
**From:** Stacey V. Lewis, Director, Human Resources, Harbor Department   
**Subject:** **REQUEST TO REINSTATE FORMER EMPLOYEE, GARY TEXEIRA**

The Harbor Department respectfully requests the reinstatement of Gary Texeira to the position of Office Systems Analyst III. Mr. Texeira was hired by the Harbor Department's Security Division on May 4, 2007, as an Office Systems Analyst II; he obtained permanent status as an Office Systems Analyst on November 14, 2007, promoted to Grade III on September 8, 2012, and remained in good standing until he resigned on March 1, 2019.

Mr. Texeira would like to pursue his career development with the Port of Long Beach, Harbor Security Division. The Division is in complete support of this reinstatement due to his past experience and the highly qualified skill set that he will bring to the Harbor Security Division.

Please contact me at 562-283-7500 if any further information is required regarding this request.

cc: Casey Hehr, Director of Security  
Drew Schneider, Assistant Director, Security

CIVIL SERVICE DEPARTMENT  
REQUEST FOR CIVIL SERVICE COMMISSION ACTION GUIDELINES

**REQUEST FOR REAPPOINTMENT OF RESIGNED EMPLOYEE**

Civil Service Rules and Regulations Section 45  
Civil Service Commission Policy Not Applicable

Form completed by: Betsy Grazier, Admin. Analyst, Harbor Dept.  
Name/Title/Department

Date: 07\_10\_19

Section 1: *To be completed by requesting department.*

To be completed by department Civil Service Dept. Verification

A requisition is required. The requisition number is: # HD19\_142  
Has the requisition been received in the Civil Service Department?

☒ Yes ☐ No

SW

Is there an existing priority list? If yes, contact Civil Service.

☒ Yes ☐ No

SW

Have all required documents been submitted to the Civil Service Department?

- Request signed by former employee.
- Corresponding request from hiring department.

☒ Yes ☐ No  
☒ Yes ☐ No

SW

Section 2: *Points to be addressed in request:*

Gary Alan Texeira, hired 5/4/07 as Office Systems Analyst II; permanent status 11/14/07; promoted to III 09/03/12; separated 03/01/19.  
Formal name of employee and summary of employee's work history, specifying all classification titles and dates including date(s) permanent status was attained in each classification.

SW

Classification title for reappointment. - OFFICE SYSTEMS ANALYST III

SW

Did the employee resign from the City in good standing?

☒ Yes ☐ No

SW

The employee was referred to the Human Resources Department and/or hiring department regarding benefits, salary, department status, working conditions, etc.

☒ Yes ☐ No

SW

The employee has been notified that a new probation period is required and that all prior Civil Service rights have been severed.

☒ Yes ☐ No

SW

The following should be in attendance at the Civil Service Commission meeting:

- Requesting department.
- The employee requesting reappointment (recommended).

Notes:

SUGGESTED ACTION:

Civil Service Department staff recommends the approval of Mr. Texeira's Request for Reappointment to the Harbor Department as an Office Systems Analyst III

## Agenda Item No. 8

On July 10, 2019, the Civil Service Department received a Request for Reappointment of Resigned Employee from the Harbor Department for Office Systems Analyst III, in accordance with the provisions of Section 45 of the Civil Service Rules and Regulations.

The resigned employee, Gary Texeira, was hired with the City as an Office Systems Analyst II with the Harbor Department, and began his probationary status on May 4, 2007.

On November 14, 2007, Mr. Texeira successfully completed probation and became a permanent City employee.

On September 8, 2012, Mr. Texeira was promoted to Office Systems Analyst III with the Harbor Department.

Mr. Texeira resigned from City Service as an Office Systems Analyst III on March 1, 2019, and accepted a position with Guidepost Solutions.

On June 24, 2019, Mr. Texeira submitted an email correspondence to Drew Schneider, Assistant Director of Security at the Harbor Department, requesting to be reappointed as an Office Systems Analyst III with the Harbor Department.

In the memorandum submitted by the Harbor Department to the Civil Service Commission, the department respectfully requests the reappointment of Gary Texeira to the position of Office Systems Analyst III. Mr. Texeira remained in good standing until his resignation on March 1, 2019. The memorandum states that Mr. Texeira expressed a desire to return to the Security Division, and would like to pursue his career development with the Harbor Department. The Harbor Department is in complete support of the reappointment of Mr. Texeira to the Harbor Security Division given his past work experiences and his highly qualified skill set.

Representatives from the Harbor Department will be present at the Civil Service Commission meeting on July 17, 2019 to answer any questions.

The department has advised Mr. Texeira of the terms and conditions of his reappointment regarding benefits, salary, department status, and working conditions

Civil Service Department staff has notified Mr. Texeira that he will be required to serve a new probationary period, and that all prior Civil Service rights have been severed.

Civil Service Department staff recommends the approval of Mr. Texeira's Request for Reappointment to the Harbor Department as an Office Systems Analyst III.



## Memorandum

**Date:** June 24, 2019

**To:** Stacey Lewis, Director, Human Resources

**From:** Casey Hehr, Director, Security *[Signature]*

**Subject:** **REQUEST TO REINSTATE FORMER EMPLOYEE – GARY TEXEIRA**

We are requesting that Gary Texeira be reinstated to the position of Office Systems Analyst III within the Security Division. This reinstatement will fill one of two current Office Systems Analyst vacancies, Requisition HD 19-142. Mr. Texeira was originally hired as an Office Systems Analyst II in the Security Division on May 4, 2007. He obtained permanent status as an Office Systems Analyst on November 15, 2007, promoted to an Office Systems Analyst III on September 8, 2012, and remained in good standing until he resigned on March 1, 2019. His new work environment was not as expected, and he has expressed a desire to return to continue supporting the Security Division at the Port of Long Beach.

We request this reinstatement in accordance with Article V, Section 45 of the Civil Service Rules and Regulations.

cc: Drew Schneider

**Grazier, Betsy**

---

**From:** Schneider, Drew  
**Sent:** Monday, June 24, 2019 11:22 AM  
**To:** Hehr, Casey  
**Cc:** Grazier, Betsy; Samayoa, Chris  
**Subject:** FW: Request to be reinstated

I support reinstating Gary. He has proven a valuable member of the team.

With your concurrence, I will get the paperwork moving.

- D

Drew Schneider  
Assistant Director of Security  
Port of Long Beach  
1249 Pier F Ave.  
Long Beach, Ca. 90802  
562-533-3617  
[Drew.Schneider@polb.com](mailto:Drew.Schneider@polb.com)



**From:** Gary Texeira <gtexeira@gmail.com>  
**Sent:** Monday, June 24, 2019 11:11 AM  
**To:** Schneider, Drew <Drew.Schneider@polb.com>  
**Subject:** Request to be reinstated

Good morning Drew, after putting a lot of thought into my current position at Guidepost Solutions and my old position at the Port of Long Beach.

I would like to request that if you and Casey are fine with me coming back to the Port as an Office Annalist 3, I would like to start the process of being reinstated.

I believe the timeline for reinstatement is six months. If this is correct I would need to be working back at the Port within the month of August.

I appreciate you giving this some thought. I would love to be back with the team and contributing to the safety of the Port.

Thank you,

Gary 





Technical Project Manager driven to deliver effective automated system solutions. Experienced in managing multimillion-dollar projects and known to thrive by successfully completing complex and time-sensitive projects.

### Experienced Project Manager

- Technical Automated Systems Expertise
- System Design and Estimating
- Effective Communication Skills
- Large Key Account Management
- Strong Management Experience and Leadership Skills
- Able to work independently and in a team environment

### Professional Experience

Senior Project Manager & Team Leader, Guidepost Solutions

March 2019 - Present

- Design Sophisticated solutions to solve the clients concerns
- Develop Specifications and Request for Proposals (RFP's) for various technical projects
- Oversee multimillion-dollar projects from beginning to end

Project Manager, Port of Long Beach

May 2007 - March 2019

- Cultivate technical security Strategic Plans
- Evaluate new technologies for system enhancements
- Develop Specifications and Request for Proposals (RFP's) for various technical projects
- Oversee multimillion-dollar grant-funded design-build construction projects
- Manage various integrated projects:
  - Multi-agency
  - City and Port
  - Engineering
- Manage various types of technical security projects:
  - Design-Build
  - Consulting
  - New Integration
  - System Maintenance for all Port security systems

Director of Systems Integration and Founding Member, Remote Surveillance Technologies

Jan 2006 - May 2007

- Generated new business accounts
- Construct system designs and perform system demonstrations to clients
- Develop project estimates for projects and sales proposals
- Project Management:
  - Interface with clients
  - Manage sub-contractors
  - Develop project schedule and schedule of values

# Gary Texeira



Senior Project Manager and Design Estimator, Henry Bros. Electronics, Inc.

July 2004 - May 2007

- Account Executive
  - Interface with clients
  - Design project solutions
  - Generate proposals
- Estimated projects for bid, including labor, materials, sub-contractors, equipment rentals and warranty
- Managed projects in excess of one million dollars

Director of the Integrated Division, Greater Alarm Company

April 1999 - July 2004

- Manages various teams of technicians, project managers, and engineers
- Account Executive for large key accounts including Disneyland, Boeing, and Western Digital
- Integrated Systems Manager for Commercial Division
- Commercial Project Manager overseeing projects from development through completion

UAC Security Systems

Sept. 1988 - April 1999

- Installation Manager of Integrated Systems
- Installation Field Supervisor
- Master Field Technician

## Education

Chaffey College - Electronic System Courses	1988
Mt. SAC College - General Education Courses	1991
High School Diploma	1987

## Professional Development and Certifications

- |  |                           |
|--|---------------------------|
| • SIA Certified Security Project Manager | • DMP Certification       |
| • Lenel Certification                    | • Kaltel Certification    |
| • GE Info Graphics Certification         | • Radionics Certification |
| • Apollo Certification                   | • Microsoft Office Suite  |

## References

Available upon request.