



Date: March 27, 2020

To: Civil Service Commission

From: Christina Pizarro Winting, Executive Director

Subject: REQUEST TO AUGMENT PREVIOUSLY APPROVED REQUEST FOR A TEMPORARY TRANSFER OF PUBLIC HEALTH NURSE, REGISTERED NURSE AND MICROBIOLOGIST CLASSIFICATIONS TO THE UNCLASSIFIED SERVICE IN THE DEPARTMENT OF HEALTH AND HUMAN SERVICES

Correspondence was received on March 12, 2020, from Kelly Colopy, Director of Health and Human Services, requesting Civil Service Commission's approval to recruit and hire two (2) unclassified Public Health Nurses, six (6) unclassified Registered Nurses, and one (1) unclassified Microbiologist on a temporary basis in accordance with Article XI, Section 1102 (a)(6) of the Long Beach City Charter and Article VIII, Section 115(3) of the Civil Service Rules and Regulations.

The following information is presented for consideration:

- On March 4, 2020, the City declared a local health emergency due to the potential outbreak of coronavirus 2019 (COVID-19).
- On March 9, 2020, the City announced its first confirmed cases of COVID-19, prompting a need for additional staffing levels to meet operational needs which include the following: management of confirmed and suspected cases and exposed contacts; increases in nursing services and microbiological testing; and additional support for standing duties provided year-round to the City, partner agencies, and the public by the Health Department as the Health Department responds to the local COVID-19 health emergency.
- At its meeting of March 13, 2020, the Commission approved this request to allow for the classified positions to be utilized in the unclassified service.
- The Health Department has begun to re-evaluate their staffing needs and has identified priority positions to focus on immediately. Civil Service staff has committed to assisting the Health Department in

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filling priority positions in the classified service. Human Resources has committed to assisting the Health Department with the unclassified recruitments.

- The Health Department has identified that they need additional Microbiologists to conduct testing for COVID-19. Additional requests for Public Health Nurses and Registered Nurses may come later.

Recommendation:

For these reasons, the Civil Service Department is requesting Commission's approval to augment the previously approved request by removing the number requested, to allow the Health Department to temporarily increase those hired in the unclassified service as needs arise.

Civil Service will continue to monitor the placements for the following classifications: Public Health Nurse, Registered Nurse, and Microbiologist.

Any additional appointments in the unclassified service will continue to be requested for 6-month assignments, but the Department may request appointment extensions from the Civil Service Commission if temporary support is still needed upon the end of the 6-month term due to the continuation of the local COVID-19 health emergency.

Civil Service staff recommends approval for this request, in accordance with the City Charter Article XI, Section 1102(a)(6) and Civil Service Rules and Regulations Article 1, Section 3(6).