

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

**WEDNESDAY, OCTOBER 15, 2014  
333 WEST OCEAN BLVD., 7TH FLOOR  
CIVIL SERVICE BOARD ROOM, 8:00 AM**

Lawrence Keller, President  
Robin Perry, Vice President



Charles Hicks Jr., Commissioner  
Rick McGilton-McGlamery, Commissioner  
Carolyn M. Smith Watts, Commissioner

Kandice Taylor-Sherwood,  
Executive Director

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**FINISHED AGENDA & MINUTES**

**ROLL CALL**

**Commissioners** Lawrence Keller, Robin Perry, Charles Hicks and Carolyn M.

**Present:** Smith Watts

**Commissioners** Rick McGilton-McGlamery

**Absent:**

Kandice Taylor-Sherwood, Executive Director & Secretary

Marilyn Hall, Executive Assistant

Gary Anderson, Deputy City Attorney

Salvador Ambriz, Personnel Analyst

Debbie McCluster, Personnel Analyst

Caprice McDonald, Personnel Analyst

Robert Pfingsthorn, Personnel Analyst

Lourdes Ferrer, Personnel Analyst

Deborah R. Mills, Executive Director, Human Resources

1. [14-207CS](#)

**Recommendation to approve minutes:**

*Regular Meeting of October 3, 2014*

*Dismissal Hearing 10-D-1314 Minutes of August 13 & 20,  
September 17 & 24, 2014*

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

**Yes:** 4 - Lawrence Keller, Robin Perry, Charles Hicks and Carolyn M.  
Smith Watts

**Absent:** 1 - Rick McGilton-McGlamery

**A motion was made by Vice President Perry, seconded by Commissioner Hicks, to approve recommendation for Dismissal Appeal 10-D-1314 Hearing Minutes of August 13 & 20, September 17 & 24, 2014. The motion carried by the following vote:**

**Yes:** 4 - Lawrence Keller, Robin Perry, Charles Hicks and Carolyn M. Smith Watts

**Absent:** 1 - Rick McGilton-McGlamery

**A motion was made by Vice President Perry, seconded by Commissioner Hicks, to rescind the vote to approve Dismissal Appeal 10-D-1314 Hearing Minutes of August 13 & 20, September 17 & 24, 2014, due to lack of a quorum of those present at the hearing. This item was held over to the next agenda. The motion carried by the following vote:**

**Yes:** 4 - Lawrence Keller, Robin Perry, Charles Hicks and Carolyn M. Smith Watts

**Absent:** 1 - Rick McGilton-McGlamery

**CONSENT CALENDAR (2-7):**

Passed The Consent Calendar

**A motion was made by to approve Consent Calendar Items. The motion carried by the following vote:**

**Yes:** 4 - Lawrence Keller, Robin Perry, Charles Hicks and Carolyn M. Smith Watts

**Absent:** 1 - Rick McGilton-McGlamery

**2. [14-208CS](#)**

**Recommendation to approve examination results:**

*Construction Supervisor (Established 9/15/14) - 22 Applied, 11 Qualified*

*General Maintenance Assistant (Established 9/14/14) - 478 Applied, 89 Qualified*

*Laboratory Assistant - 169 Applied, 105 Qualified*

*Office Systems Analyst (Established 10/3/14) - 30 Applied, 30 Qualified*

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

3. [14-209CS](#)

**Recommendation to receive and file retirements:**

*Daniel Griego/Combination Building Inspector/Development Services (29 yrs., 8 mos.)*

*Patricia Garrow/Planner/Development Services (26 yrs., 6 mos.)*

*Bernard Thomas/Gas Field Service Representative/Long Beach Gas & Oil (11 yrs., 4 mos.)*

*Kimberly Maddox/Police Officer/Police (30 yrs., 11 mos.)*

*Charles Williamson/Fire Captain/Fire (30 yrs., 11 mos.)*

*Raymond Stiver/Machinist/Water (13 yrs., 15 days)*

*Judith Petway/Special Services Officer/Police (28 yrs., 19 days)*

*Margo Walker/Housing Specialist/Health & Human Services (12 yrs., 1 mo.)*

*Oscar DeLeon/Equipment Operator/Parks, Recreation & Marine (26 yrs., 1 mo.)*

*Richard Cao/Officer Services Supervisor/Technology Services (28 yrs., 4 days)*

On behalf of the Commission, the Secretary presented Richard Cao a Certificate of Appreciation for twenty-eight years of service to the citizens and City of Long Beach. A representative from his department was present to speak on his behalf.

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

4. [14-210CS](#)

**Recommendation to receive and file disability retirement:**

*William Wendt/Police Officer/Police (11 yrs., 9 mos.)*

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

5. [14-211CS](#)

**Recommendation to receive and file resignations:**

*Shana Schwer/Public Safety Dispatcher/Police (13 yrs., 11 mos.)*

*Brett Engstrom/Special Services Officer/Police (11 yrs., 2 mos.)*

*Joseph Martini/Police Recruit/Police (3 mos., 20 days)*

*Paula Crewse/Administrative Analyst/Police (17 yrs., 6 mos.)*

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

6. [14-212CS](#)

**Recommendation to approve schedule for hearings:**

*Dismissal Appeal 15-D-1314, Suggested Dates*

*January 21 & 28, 2015*

*Dismissal Appeal 16-D-1314, Suggested Date February 4, 2015*

*Dismissal Appeal 17-D-1314, Suggested Dates*

*February 11 & 18, 2015*

*Dismissal Appeal 18-D-1314, Suggested Date February 25, 2015*

*Dismissal Appeal 19-D-1314, Suggested Dates*

*March 4, 11 & 18, 2015*

*Reduction Appeal 20-R-1314, Suggested Date March 25, 2015*

*Dismissal Appeal 21-D-1314, Suggested Dates April 1 & 8, 2015*

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

7. [14-213CS](#)

**Recommendation to approve reschedule for hearings:**

*Reduction Appeal 08-R-1314, Suggested Date November 12, 2014*

*Dismissal Appeal 12-D-1314, Suggested Dates December 3 & 10, 2014*

*Suspension Appeal 07-S-1314, Suggested Date December 17, 2014*

*Dismissal Appeal 37-D-1213, Suggested Dates January 7 & 14, 2015*

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

**REGULAR AGENDA**

8. [14-214CS](#)

**RECOMMENDATION TO ADOPT NEW CLASSIFICATION**

**SPECIFICATION - Permit Technician**

a. Communication from Deborah R. Mills, Director of Human Resources

b. Staff report prepared by Kandice Taylor-Sherwood, Executive Director

The Secretary briefed the Commission regarding this request.

Meg Rau, Administrative Officer, Development Services was present to answer Commission questions.

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

**Yes:** 4 - Lawrence Keller, Robin Perry, Charles Hicks and Carolyn M. Smith Watts

**Absent:** 1 - Rick McGilton-McGlamery

9. [14-215CS](#)

**RECOMMENDATION TO APPROVE BULLETINS**

*Staff report prepared by Kandice Taylor-Sherwood, Executive Director*

Engineering Technician

Gas Maintenance Supervisor

Geographic Information Technician

Marine Safety Sergeant - Boat Operator

**A motion was made by Commissioner Hicks, seconded by Commissioner Smith Watts, to approve recommendation. The motion carried by the following vote:**

**Yes:** 4 - Lawrence Keller, Robin Perry, Charles Hicks and Carolyn M. Smith Watts

**Absent:** 1 - Rick McGilton-McGlamery

**MANAGERS' REPORT**

The Secretary introduced W Rathsara Gunasekara as one of the new interns, to the Commission.

She also informed the Commission that 30 requisitions have been received in addition to the ones that staff is currently working on.

**COMMENTS FROM PUBLIC – The Civil Service Commission will hear from members of the public on matters within the Commission's jurisdiction.**

Meg Rau, Administrative Officer, Development Service, thanked Lourders Ferrer, Personnel Analyst for assisting her with two unclassified recruitments.

Commissioner Smith Watts thanked those who supported the first Citywide Emergency Long Beach Preparedness on Saturday. She especially thanked staff members Kandice Taylor-Sherwood and Jasmin Bella for volunteering to help.

**PERSONNEL SESSION (Pursuant to Government Code 54957(b)(1))**

After discussion the Commission reconvened to the regular meeting and announced requested that the City Attorney prepare a response to Stephen Downing.

**A motion was made by Vice President Perry, seconded by Commissioner Hicks, to recess to a closed session pursuant to Government Code 54957(b)(1). The motion carried by the following vote:**

**Yes:** 4 - Lawrence Keller, Robin Perry, Charles Hicks and Carolyn M. Smith Watts

**Absent:** 1 - Rick McGilton-McGlamery

**ADJOURNMENT**

**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 City Clerk Department at (562) 570-6101, 72 hours prior to the Commission meeting.

Kung ang nakasulat na pagsasalin-wika ng adyenda at mga katitikan ng Komisyon ay hinahangad para sa mga taong hindi nagsasalita ng Ingles mangyaring gawin ang iyong kahilingan sa pamamagitan ng telepono sa Kagawaran ng Klerk ng Lunsod sa (562) 570-6101, 72 pitong oras bago ang pulong ng Komisyon.

Si desea obtener la traducción lingüística escrita de la agenda y las actas de la Comisión para las personas que no hablan inglés, realice su pedido por teléfono al Departamento de la Secretaría Municipal al (562) 570-6101, 72 horas antes de la reunión de la Comisión.

បើលោកអ្នកមិនចេះនិយាយភាសាអង់គ្លេស ហើយត្រូវការរបៀបវារៈនៃកិច្ចប្រជុំគណៈកម្មាធិការ និងរបាយការណ៍នៃកិច្ចប្រជុំគណៈកម្មាធិការ ជាសំណៅប្រែសម្រួលលាយលក្ខណ៍អក្សរទៅជា ភាសាបស់លោកអ្នក នោះសូមស្នើសុំមកនាយកដ្ឋានសៀវភៅសាលាក្រុង តាមទូរស័ព្ទលេខ (562) 570-6101 អោយបាន 72 ម៉ោងមុនកិច្ចប្រជុំគណៈកម្មាធិការត្រូវប្រារព្ធធ្វើឡើង។