

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

**WEDNESDAY, NOVEMBER 19, 2014
333 W. 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

FINISHED AGENDA & DRAFT MINUTES

Melinda George, Deputy Director, Acting Secretary
Marilyn Hall, Executive Assistant
Kendra Carney, Deputy City Attorney
Robert Pfingsthorn, Administrative Analyst
Caprice McDonald, Personnel Analyst
Debroah McCluster, Personnel Analyst
Lourdes Ferrer, Personnel Analyst
Salvador Ambriz, Personnel Analyst
Donna de Araujo, Personnel Analyst
Stephanie Kemp, Personnel Analyst, Human Resources

Commissioners Robin Perry, Charles Hicks, Rick McGilton-McGlamery and
Present: Carolyn M. Smith Watts

Commissioners Lawrence Keller

Absent:

1. [14-227CS](#)

Recommendation to approve minutes:

*Regular Meeting of November 5, 2014
Suspension Appeal 13-S-1314 Hearing of October 29 &
November 5, 12, 2014*

**A motion was made by Commissioner Hicks, seconded by
Commissioner Smith Watts, to approve recommendation. Vice
President Perry abstained as he was not present for the meeting.
The motion carried by the following vote:**

Yes: 3 - Charles Hicks, Rick McGilton-McGlamery and Carolyn M.
Smith Watts

Abstain: 1 - Robin Perry

Absent: 1 - Lawrence Keller

CONSENT CALENDAR (2-5):

[14-227CS](#)

Recommendation to approve minutes:

*Regular Meeting of November 5, 2014
Suspension Appeal 13-S-1314 Hearing of October 29 &
November 5, 12, 2014*

This CS-Agenda Item (Suspension Appeal 13-S-1314 Hearing of October 29 & November 5 & 12, 2014) was held due to lack of a quorum.

Passed The Consent Calendar

A motion was made by Commissioner Hicks, seconded by Commissioner Smith Watts, to approve Consent Calendar Items, except for item #2, which will be approved after approval of item #7. The motion carried by the following vote:

Yes: 4 - Robin Perry, Charles Hicks, Rick McGilton-McGlamery and Carolyn M. Smith Watts

Absent: 1 - Lawrence Keller

2. [14-228CS](#)

Recommendation to approve examination results:

*Accounting Technician - 216 Applied, 70 Qualified
Public Safety Dispatcher (Established 11/6/14) - 44 Applied, 44
Qualified
Senior Civil Engineer (Established 11/7/14) - 8 Applied, 8 Qualified*

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

3. [14-229CS](#)

Recommendation to receive and file retirements:

*Estella Martinez/Police Officer/Police (29 yrs., 1 mo.)
Stephen Trentini/Police Officer/Police (19 yrs., 9 mos.)
Fernando Dizon/Police Property & Supply Clerk I/Police
(14 yrs., 1 mo.)
James Johnson/Parking Control Checker I/Public Works
(11 yrs., 9 mos.)
Margaret Shelbourn/Laboratory Analyst III/Water (11yrs., 1 mo.)*

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

4. [14-230CS](#)

Recommendation to receive and file disability retirement:

Sean Campbell/Police Officer/Police (11 yrs., 5 mos.)

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

5. [14-231CS](#)

Recommendation to receive and file resignations:

Tyler Milton/Police Recruit/Police (4 mos., 28 days)

Ayisha Burks/Special Services Officer III/Police (5 yrs., 10 mos.)

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

REGULAR AGENDA

6. [14-232CS](#)

RECOMMENDATION TO RECONSIDER DISQUALIFICATION

FROM EXAMINATION - Marine Safety Sergeant - Boat Operator

a. Communication from Tristan Balsillie, Marine Safety Officer

b. Staff report prepared by Lourdes Ferrer, Personnel Analyst

Mr. Balsillie was present and addressed the Commission.

A motion was made by Commissioner Hicks, seconded by Commissioner McGilton-McGlamery, to deny. The motion carried by the following vote:

Yes: 4 - Robin Perry, Charles Hicks, Rick McGilton-McGlamery and Carolyn M. Smith Watts

Absent: 1 - Lawrence Keller

7. [14-233CS](#)

RECOMMENDATION TO APPROVE PROTEST OF

EXAMINATION ITEM(S) - Accounting Technician

Staff report prepared by Deborah McCluster, Personnel Analyst

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

Yes: 4 - Robin Perry, Charles Hicks, Rick McGilton-McGlamery and Carolyn M. Smith Watts

Absent: 1 - Lawrence Keller

8. [14-234CS](#)

RECOMMENDATION TO APPROVE PROTEST OF

EXAMINATION ITEM(S) - Gas Maintenance Supervisor

Staff report prepared by Deborah McCluster, Personnel Analyst

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

Yes: 4 - Robin Perry, Charles Hicks, Rick McGilton-McGlamery and Carolyn M. Smith Watts

Absent: 1 - Lawrence Keller

9. [14-235CS](#)

**RECOMMENDATION TO APPROVE EXTENSION OF EXPIRING
ELIGIBLE LIST (3 months)**

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

Senior Equipment Operator - Crane

**A motion was made by Commissioner McGilton-McGlamery,
seconded by Commissioner Smith Watts, to approve
recommendation, retroactively to October 15, 2014. The motion
carried by the following vote:**

Yes: 4 - Robin Perry, Charles Hicks, Rick McGilton-McGlamery and
Carolyn M. Smith Watts

Absent: 1 - Lawrence Keller

10. [14-236CS](#)

RECOMMENDATION TO APPROVE BULLETINS

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

Animal Health Technician

Traffic Painter

**A motion was made by Commissioner Hicks, seconded by
Commissioner McGilton-McGlamery, to approve with change to
remove bilingual skills are highly desirable from the bulletins.
The motion carried by the following vote:**

Yes: 4 - Robin Perry, Charles Hicks, Rick McGilton-McGlamery and
Carolyn M. Smith Watts

Absent: 1 - Lawrence Keller

MANAGERS' REPORT

The Secretary informed the Commission that staff is very busy conducting examinations, and that the student interns are conducting training on online applications.

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

Randy Foster, Marine Safety Chief, thanked the Commission and staff for the great job they are doing, and that he will be retiring after 30 years of service to the City.

DISCUSSION ON EXECUTIVE DIRECTOR APPROVING JOB BULLETINS

The Commission held this discussion over to its next Commission meeting.

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។