

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

**WEDNESDAY, JUNE 17, 2020
TELECONFERENCE, 8:30 AM**

Susana Gonzalez Edmond, President
Heather Morrison, Vice President



Phyllis O. Arias, Commissioner
Brandon Dowling, Commissioner
Joel Garnica, Commissioner

Christina Pizarro Winting, Executive Director

FINISHED AGENDA AND MINUTES

**CIVIL SERVICE COMMISSION MEETINGS ARE HELD VIA
TELECONFERENCE PURSUANT TO EXECUTIVE ORDER N-29-20
ISSUED BY GOVERNOR GAVIN NEWSOM.**

THE CIVIC CHAMBERS WILL BE CLOSED TO THE PUBLIC.

Vice President Morrison called the meeting to order at 8:30 a.m.

FLAG SALUTE

Vice President Morrison asked Commissioner Arias to lead the Pledge of Allegiance.

ROLL CALL

Commissioners Phyllis O. Arias, Brandon Dowling, Joel Garnica and Heather

Present: Morrison

Commissioners Susana Gonzalez Edmond

Excused:

- 1. COMMENTS FROM THE PUBLIC – PUBLIC WILL HAVE THE OPPORTUNITY TO ADDRESS THE COMMISSION BY SUBMITTING WRITTEN COMMENTS VIA EMAIL TO MARLA.CAMERINO@LONGBEACH.GOV.**

There were no public comments received.

- 2. [20-155CS](#) Recommendation to approve minutes:**

Regular Meeting of June 3, 2020

A motion was made by Commissioner Garnica, seconded by Commissioner Arias, to approve recommendation. The motion carried by the following vote:

Yes: 4 - Phyllis O. Arias, Brandon Dowling, Joen Garnica and Heather Morrison

Absent: 1 - Susana Gonzalez Edmond

CONSENT CALENDAR (3 – 4):

Passed the Consent Calendar

A motion was made by Commissioner Arias, seconded by Commissioner Dowling, to approve Consent Calendar Items (3 - 4). The motion carried by the following vote:

Yes: 4 - Phyllis O. Arias, Brandon Dowling, Joen Garnica and Heather Morrison

Absent: 1 - Susana Gonzalez Edmond

3. [20-156CS](#)

Recommendation to approve examination results:

Library Assistant (Established 06/12/20)

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

4. [20-157CS](#)

Recommendation to receive and file retirement(s):

Edwin Creus, Business System Specialist IV, Technology and Innovation (29 yrs., 7 mos.)

Christopher Fair, Water Utility Supervisor, Water Department (20 yrs., 1 day)

Joanne Maggio, Customer Services Supervisor, Police Department (4 yrs., 9 mos.)

Lucio Murillo, Special Services Officer IV, Police Department (23 yrs., 3 mos.)

*Stephen Tweed, Transportation Planner III, Public Works Department
(10 yrs., 9 mos.)*

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

REGULAR AGENDA

5. [20-158CS](#) **COVID-19 RELATED: RECOMMENDATION FOR EXTENSION
OF PROBATIONARY PERIOD - Fredrick Howard, Garage
Service Attendant I**
*Communication from Sandra Kennedy, Administrative Officer,
Financial Management*
Staff Report prepared Desiree Davalos, Personnel Analyst

Ms. Pizarro Winting introduced Ms. Davalos who briefed the
Commission regarding this request.

A representative from Financial Management was available for questions.

**A motion was made by Commissioner Dowling, seconded by
Commissioner Garnica, to approve recommendation. The
motion carried by the following vote:**

Yes: 4 - Phyllis O. Arias, Brandon Dowling, Joen Garnica and
Heather Morrison

Absent: 1 - Susana Gonzalez Edmond

6. [20-159CS](#) **RECEIVE AND FILE CORRESPONDENCE FROM THE
INTERNATIONAL ASSOCIATION OF MACHINISTS AND
AEROSPACE WORKERS REGARDING THE NON-CAREER
EXPERIENCE POINTS PROPOSAL**

Ms. Pizarro Winting informed the Commission that this item is related to
correspondence that they received.

**A motion was made by Commissioner Dowling, seconded by
Commissioner Garnica to receive and file the correspondence.
The motion carried by the following vote:**

Yes: 4 - Phyllis O. Arias, Brandon Dowling, Joen Garnica and Heather Morrison

Absent: 1 - Susana Gonzalez Edmond

7. REPORTS FROM MANAGERS

A. Recruitment Division - Christina Pizarro Winting

Ms. Pizarro Winting informed the Commission that phone coverage is being rotated amongst the new analysts to use as a training opportunity for them to better understand what customers are looking for when calling in to the Civil Service Department front counter line. Civil Service previously used temporarily reassigned employees to provide coverage but no longer have that available as the temporary assignments have ended. Previously reassigned employees were trained and supervised by staff going into the office on a limited basis. Now that staff is going in even less, we are not able to train and supervise new employees.

B. Employment Services Division - Caprice McDonald

Ms. McDonald did not have any new information to report.

C. Administration Support Services - Maria Alamo

Ms. Alamo did not have any new information to report.

D. Executive Director - Christina Pizarro Winting

Ms. Pizarro Winting reported that forecasting meetings continue to go well and have been beneficial. She is excited to have them completed so that analysts can focus on other projects and assignments.

Ms. Pizarro Winting informed the Commission that Civil Service will be meeting with the Health Department to discuss their priorities as a follow up to their forecasting meeting. Commissioner Arias asked Ms. Pizarro Winting when the Commission would be receiving a report regarding the status of the Covid-19 actions from the Health Department. Ms. Pizarro Winting stated that she will have a report at the next meeting.

Ms. Pizarro Winting reported that she continues to work with Ms. Alamo regarding the budget.

Commissioner Arias wanted to know if departments were taking into consideration

guidelines or parameters for the next budget year. Ms. Pizarro Winting reported that departments are moving forward with previously planned recruitments while taking the budget into consideration.

8. UNFINISHED BUSINESS

Commissioner Arias reported to the Commission that the Subcommittee met this week to develop a response related to correspondence received by the International Association of Machinists and Aerospace Workers. The Subcommittee plans to bring back the response to the Commission next week for consideration.

Vice President Morrison stated that the meeting was very productive.

9. NEW BUSINESS

Commissioner Garnica wanted to know if there was an update regarding returning to normal activities as it relates to hearings and Commission meetings. Ms. Pizarro Winting informed the Commission that the committee she sits on meets every two weeks and are still in the process of determining protocols for City Hall. Ms. Pizarro Winting will provide an update as she receives information.

Commissioner Garnica wanted to know what the pause in hearings has done to the hearing schedule. Ms. Pizarro Winting responded that there is an extensive backlog. A revised schedule will be presented once we are able to begin scheduling again. Vice President Morrison asked staff for a list of hearings. Ms. Pizarro Winting informed the Commission that staff will send one out.

A discussion took place with Vice President Morrison, Commissioner Arias, Commissioner Garnica and Ms. Pizarro Winting regarding hosting meetings at an alternate location as well as checking in with the attorneys. It was discussed that most facilities are closed; however, Ms. Pizarro Winting plans to check with the Water Department to see the possibility of hosting hearings there. She will also contact the attorneys to get their thoughts on resuming hearings. It was discussed that returning to City Hall would be done gradually. Ms. Pizarro Winting will report back to the Commission next week.

ADJOURNMENT

Vice President Morrison adjourned the meeting at 8:51 a.m.

NO HEARING

NOTE:

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