

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

**WEDNESDAY, OCTOBER 13, 2021  
LONG BEACH WATER DEPARTMENT  
1800 E WARDLOW ROAD, 8:30 AM**

Joel Garnica, President  
Brandon Dowling, Vice President



Phyllis O. Arias, Commissioner  
Susana Gonzalez Edmond, Commissioner  
Yvonne Wheeler, Commissioner

Christina Pizarro Winting, Executive Director

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**FINISHED AGENDA AND MINUTES**

**SPECIAL MEETING**

**LOCATION:  
1800 E WARDLOW ROAD, LONG BEACH, CA**

President Garnica called the meeting to order at 8:33 a.m.

**FLAG SALUTE**

President Garnica asked Ms. Davalos to lead the Pledge of Allegiance.

**ROLL CALL**

**Commissioners** Phyllis O. Arias, Yvonne Wheeler and Joel Garnica

**Present:**

**Commissioners** Susana Gonzalez Edmond and Brandon Dowling

**Absent:**

- 1. COMMENTS FROM THE PUBLIC – THE CIVIL SERVICE COMMISSION WILL HEAR FROM MEMBERS OF THE PUBLIC ON MATTERS WITHIN THE COMMISSION’S JURISDICTION.**

There were no comments from the public.

- 2. [21-280CS](#) Recommendation to approve minutes:  
Special Meeting of September 29, 2021**

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

**Yes:** 3 - Phyllis O. Arias, Yvonne Wheeler and Joen Garnica

**Absent:** 2 - Susana Gonzalez Edmond and Brandon Dowling

**CONSENT CALENDAR (3 – 6):**

Commissioner Arias pulled Agenda Item 5 for a separate discussion.

Passed the Consent Calendar

**A motion was made by Commissioner Wheeler, seconded by Commissioner Arias, to approve Consent Calendar Items (3, 4 and 6), except for Item (5). The motion carried by the following vote:**

**Yes:** 3 - Phyllis O. Arias, Yvonne Wheeler and Joen Garnica

**Absent:** 2 - Susana Gonzalez Edmond and Brandon Dowling

**3. [21-281CS](#)**

**Recommendation to approve examination results:**

*Animal Control Officer I-II*

*Civil Engineer Test #25*

*Mechanical Engineer Test #01*

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

**4. [21-282CS](#)**

**Recommendation to receive and file retirement(s):**

*Kit Gonzalez, Public Safety Dispatcher IV, Disaster*

*Preparedness and Emergency Communications Department*

*(22 yrs., 7 mos.)*

*Anthaneria Peoples, School Guard, Public Works Department (20 yrs., 6 days)*

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

**5. [21-283CS](#)**

**Recommendation to receive and file resignation(s):**

*Angela Anguiano, Clerk Typist III, Police Department (5 mos., 25 days)*

*Edgardo Echeverria, Gas Construction Worker II, Energy Resources Department (2 yrs., 3 mos.)*

*David Estell, Refuse Operator I, Public Works Department (1 yr., 7 mos.)*

*Quintasha Finley, School Guard, Public Works Department (3 mos., 16 days)*

*Leo Fuimaono, Police Officer, Police Department (10 mos., 21 days)*

*Andrew Gomez, School Guard, Public Works Department (00 mos., 00 days)*

*Guillermo Hobelman, Senior Combination Building Inspector, Development Services Department (2 yrs., 11 mos.)*

*Michael Humphreys, Criminalist I, Police Department (3 yrs., 6 mos.)*

*Vanessa Lomeli, Clerk Typist III, Health and Human Services Department (3 yrs., 8 mos.)*

*Javier Lomeli, Traffic Signal Technician I, Public Works Department (1 yr., 8 mos.)*

*Brandon Marino, Special Services Officer, Police Department (3 yrs., 6 mos.)*

*Susan Matthews, Permit Technician I, Development Services Department (5 days)*

*Jacqueline Moore, Environmental Specialist Associate, Harbor Department (3 yrs., 6 mos.)*

*Arlyn Munoz, Public Safety Dispatcher I, Disaster Preparedness and Emergency Communications Department, (1 yr., 10 days)*

*Scott Ragusa, Police Officer, Police Department (10 mos., 26 days)*

*Jamie Saldana, Assistant Administrative Analyst, Police Department (15 yrs., 3 mos.)*

*Anthony Sanders, Police Officer, Police Department (3 yrs., 7*

*mos.)*

*Roy Torres, Parking Control Checker II, Public Works Department (4 yrs., 1 mo.)*

A brief discussion took place with President Garnica, Commissioner Arias and Ms. Pizarro Winting regarding the number of resignations on the agenda and if staff is doing anything to assess the reason for the resignations. It was mentioned that employees are leaving for a variety of reasons. It was also mentioned that the Human Resources Department is working on a process to centralize Exit Interviews to be able to collect the data and have a better understanding. It was commented that there are ongoing conversations related to retirements and resignations based on the years of service.

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

**Yes:** 3 - Phyllis O. Arias, Yvonne Wheeler and Joen Garnica

**Absent:** 2 - Susana Gonzalez Edmond and Brandon Dowling

**6. [21-284CS](#)**

**Recommendation to approve transfer(s):**

*Albert Miramontes - Construction Inspector II, Harbor*

*Department to Construction Inspector II, Airport*

*Ashley Wiegelman - Assistant Analyst II, Financial*

*Management to Assistant Analyst II, Development Services*

*Department*

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

**REGULAR AGENDA**

**7. [21-285CS](#)**

**RECOMMENDATION TO REQUEST PROVISIONAL APPOINTMENT - Storekeeper**

*Communication from Lea Eriksen, Director, Technology and Innovation Department*

*Staff Report prepared by Desiree Davalos, Personnel Analyst*

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

Ms. An Lan Pham-Jenkins, an Administrative Analyst with the Department of Technology and Innovation, was available to answer questions.

A discussion with Commissioner Arias, Ms. McDonald, Ms. Davalos and Ms. Pham-Jenkins took place regarding the number of internal candidates that could be eligible and how communication is being sent out to promote the opportunity. It was mentioned that this classification is used in several departments, so there could be a potential for quite a few candidates to apply. It was mentioned that staff will not only use outside resources but will reach out via email to employees who are currently in the classification as well as reach out to department staff regarding the opportunity. It was commented that Civil Service staff does not oversee the placement of the job announcement as the needs vary and are dependent upon the department. It was mentioned that this provisional request would be good to track for the evaluation of the process, which the Special Projects Committee will be reviewing.

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

**Yes:** 3 - Phyllis O. Arias, Yvonne Wheeler and Joen Garnica

**Absent:** 2 - Susana Gonzalez Edmond and Brandon Dowling

8. [21-286CS](#)

**COVID-19 RELATED: RECOMMENDATION FOR EXTENSION OF PROBATIONARY PERIOD - Marcos Torres, Gas**

Construction Worker I

*Communication from Sandra Aguilar, Personnel Officer,  
Energy Resources Department*

*Staff Report prepared by Maria Cano, Personnel Analyst*

Ms. Pizarro Winting introduced Ms. Cano who briefed the Commission regarding this item.

A representative from the department was available to answer

questions.

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

**Yes:** 3 - Phyllis O. Arias, Yvonne Wheeler and Joen Garnica

**Absent:** 2 - Susana Gonzalez Edmond and Brandon Dowling

9. [21-287CS](#)

**RECOMMENDATION FOR SELECTIVE CERTIFICATION -**

Business Systems Specialist (Geographic Information Systems Program Manager)

*Communication from Lea Eriksen, Director, Technology and Innovation Department*

*Staff Report prepared by Desiree Davalos, Personnel Analyst*

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

A representative from the department was available to answer questions.

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

**Yes:** 3 - Phyllis O. Arias, Yvonne Wheeler and Joen Garnica

**Absent:** 2 - Susana Gonzalez Edmond and Brandon Dowling

10. [21-288CS](#)

**RECOMMENDATION FOR SELECTIVE CERTIFICATION -**

Business Systems Specialist (Geographic Information Systems Analyst)

*Communication from Lea Eriksen, Director, Technology and Innovation Department*

*Staff Report prepared by Desiree Davalos, Personnel Analyst*

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

A representative from the department was available to answer questions.

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

**Yes:** 3 - Phyllis O. Arias, Yvonne Wheeler and Joen Garnica

**Absent:** 2 - Susana Gonzalez Edmond and Brandon Dowling

**11. [21-289CS](#)**

**RECOMMENDATION TO REAPPOINT RESIGNED EMPLOYEE**

- Michael Munoz, Permit Technician

*Communication from Robert Pfingsthorn, Acting Personnel Officer, Public Works Department*

*Staff Report prepared by Shellie Goings, Personnel Analyst*

Ms. Pizarro Winting introduced Ms. Goings who briefed the Commission regarding this item.

A representative from the department was available to answer questions.

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

**Yes:** 3 - Phyllis O. Arias, Yvonne Wheeler and Joen Garnica

**Absent:** 2 - Susana Gonzalez Edmond and Brandon Dowling

**12. [21-290CS](#)**

**WITHDRAWN**

**~~RECOMMENDATION TO APPROVE REVISED~~**

**~~CLASSIFICATION SPECIFICATION~~** - Library Clerk

*~~Communication from Joe Ambrosini, Director, Department of Human Resources~~*

*~~Staff report prepared by Jami Kerr-Jenkins, Administrative Analyst~~*

Ms. Pizarro Winting introduced Ms. Kerr-Jenkins who briefed the Commission regarding this item.

A representative from the department was available to answer questions.

After a discussion regarding changing the language related to college units under Minimum Qualifications, the Commission pulled this item until clarification could be made regarding college units and further discussion could take place with union representatives.

**This CS-Agenda Item was withdrawn.**

13. [21-291CS](#)

**PROTEST OF DISQUALIFICATION FROM EXAMINATION -**

Principal Construction Inspector

*Communication from Macamon Tyree*

*Staff report prepared by Shellie Goings, Personnel Analyst*

Ms. Pizarro Winting introduced Ms. Goings who briefed the Commission regarding this item.

Mr. Tyree addressed the Commission to appeal the decision made by staff.

A discussion ensued with President Garnica, Commissioner Arias, Commissioner Wheeler, Ms. Pizarro Winting, Ms. McDonald, Mr. Ficker and Mr. Tyree regarding the requirements to file for Principal Construction Inspector. The Commission ultimately approved the recommendation of staff.

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

**Yes:** 3 - Phyllis O. Arias, Yvonne Wheeler and Joen Garnica

**Absent:** 2 - Susana Gonzalez Edmond and Brandon Dowling

14. [21-292CS](#)

**RECOMMENDATION TO APPOINT VICE PRESIDENT BRANDON DOWLING TO THE SPECIAL PROJECTS COMMITTEE**

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

**Yes:** 3 - Phyllis O. Arias, Yvonne Wheeler and Joen Garnica

**Absent:** 2 - Susana Gonzalez Edmond and Brandon Dowling



15. [21-293CS](#)      **DISCUSSION REGARDING AB361 AS IT RELATES TO CIVIL SERVICE COMMISSION MEETINGS**

A discussion regarding correspondence received from City Manager Tom Modica and City Health Officer Dr. Anissa Davis related to AB361 took place with President Garnica, Commissioner Arias, Commissioner Wheeler, Ms. Pizarro Winting and Mr. Anderson. It was mentioned that the Commission can use its discretion on how they choose to conduct business. It was commented that staff would work out logistics related to public comment with the Technology and Innovation staff should the Commission elect to have virtual meetings. It was mentioned that the bill will be in effect until January 31, 2022.

A discussion regarding meeting preferences took place with President Garnica, Commissioner Arias, Commissioner Wheeler and Ms. Pizarro Winting. It was ultimately decided to revisit this topic at the next Commission meeting when Vice President Dowling and Commissioner Gonzalez Edmond are present.

**16. STANDING COMMITTEES**

*A. Executive Committee*

The Executive Committee did not have any information to report.

*B. Recruitment and Selection Committee*

The Recruitment and Selection Committee did not have any information to report.

*C. Special Projects Committee*

Commissioner Arias commented that now that the committee is complete, a meeting will be scheduled to discuss various items.

**17. REPORTS FROM MANAGERS**

*A. Recruitment and Outreach Services Division - Crystal Slaten*

Ms. Slaten reported on a potential partnership with the Long Beach Airport and Long Beach City College. In addition, her division will be participating in the Festival of Flights event taking place at the airport to outreach to the community.

Ms. Slaten reported that she has two openings in her division. She is currently hiring for an Administrative Aide and a Clerk Typist. The closing date for both positions is Friday, October 15th.

President Garnica is happy to hear about the partnerships taking place. She recently met with Chief Medina regarding partnerships and he mentioned that there is enough talent in the City of Long Beach to hire from within the city. They also discussed a program that he has in place at middle schools.

*B. Employment Services Division - Caprice McDonald*

Ms. McDonald provided updates regarding work taking place within her division. She stated that in addition to the promotional opportunity that was previously discussed, staff is also working on Marine Safety Sergeant Boat Operator and Administrative Aide. In addition, Ms. McDonald thanked Ms. Kerr-Jenkins for her contributions to Employment Services as well as her continued support as she works to finish certain projects.

Ms. McDonald also congratulated Ms. Davalos on her promotion to Administrative Analyst with the Human Resources Department. She thanked Ms. Davalos for her contributions to Employment Services. Ms. McDonald reported that she now has 3 vacancies within her division. Ms. Cano will be tasked with the Personnel Analyst recruitment and hopes to have an eligible list by December and fully staffed by January.

Lastly, Ms. McDonald thanked the Commission for approving the Selective Certifications as there will be several more coming to the Commission for approval.

The Commission congratulated Ms. Davalos on her promotion.

*C. Administration and Support Services Division - Maria Alamo*

Ms. Alamo commented that she is fortunate to have Ms. Kerr-Jenkins who has been tasked with researching information related to provisionals. Ms. Alamo also reported on additional responsibilities that Ms. Kerr-Jenkins will be tasked with. Ms. Alamo also provided updates on the closing of Fiscal Year 2021 and the opening of Fiscal Year 2022.

Commissioner Arias asked if Ms. Kerr-Jenkins could review the use of classified titles in the unclassified service and provided details on what she would like researched. Ms. Pizarro Winting added that she and Mr. Ficker have been in discussion about this topic and will look into it.

*D. Executive Director - Christina Pizarro Winting*

Ms. Pizarro Winting thanked Ms. Davalos for her service and congratulated her on her promotion. She mentioned that Personnel Analyst closes on Friday, October 15th, and is looking forward to an aggressive interviewing process so that there is no delay in services.

A discussion took place with President Garnica, Commissioner Wheeler, Ms. Pizarro Winting and Mr. Ficker regarding language related to vaccinations that will be placed on bulletins as well as requirements for employees currently going through the hiring process and for future employees.

Lastly, she reported that she is an advisory board member of the Latino Cultural Center and is excited to represent the Commission.

**18. UNFINISHED BUSINESS**

Commissioner Arias asked if a summary of the planning meeting will be provided to the Commission. Ms. Pizarro Winting responded that she plans to provide the summary to President Garnica this week and staff is working to schedule a follow-up meeting.

**19. NEW BUSINESS**

There was no new business discussed.

**20. COMMENTS FROM THE PUBLIC – THE CIVIL SERVICE COMMISSION WILL HEAR FROM MEMBERS OF THE PUBLIC ON MATTERS WITHIN THE COMMISSION’S JURISDICTION.**

There were no comments from the public.

**ADJOURNMENT**

President Garnica adjourned the meeting at 10:09 a.m.

**HEARING 9:30 A.M.**

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

Kung nais ang pagsasalin ng nakasulat na wika ng agenda ng Komisyon at ang minutes para sa mga taong hindi nagsasalita ng Ingles, mangyaring isagawa ang iyong hiling sa pamamagitan ng telepono sa Opisina ng Clerk ng Lungsod sa (562) 570-6101, 72 oras ng negosyo bago ang pagpupulong ng Commission.

Si desea obtener la traducción escrita en otro idioma de la agenda y actas de la comisión para personas que no hablan inglés, haga su solicitud por teléfono a la Oficina de la Secretaría Municipal al (562) 570-6101, 72 horas hábiles antes de la reunión de la comisión.

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