

**LONG BEACH CIVIL SERVICE COMMISSION
JEANNE KARATSU, PRESIDENT
AUGUST 17, 2011**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, August 17, 2011, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

MEMBERS PRESENT: Jeanne Karatsu, Carolyn Smith Watts, Charles Hicks Jr., Gerald Good

MEMBER EXCUSED:

OTHERS PRESENT: Mario R. Beas, Executive Director & Secretary
Marilyn Hall, Executive Assistant
Salvador Ambriz, Personnel Analyst
Debbie McCluster, Personnel Analyst
Caprice McDonald, Personnel Analyst
Robert Pfingsthorn, Personnel Analyst
Lourdes Ferrer, Personnel Analyst
Donna de Araujo, Assistant Administrative Analyst
Ken Walker, Personnel Operations Manager, Human Resources

President Jeanne Karatsu presided.

MINUTES: It was moved by Commissioner Hicks, seconded by Commissioner Good and carried that the minutes of the regular meeting of August 3, 2011, be approved as prepared. The motion carried by a unanimous roll call vote.

It was moved by Commissioner Good, seconded by Commissioner Hicks and carried that the Reduction Appeal 23-R-910 hearing minutes of August 3, 2011, be approved as prepared. The motion carried by a unanimous roll call vote.

CONSENT CALENDAR (2-7): It was moved by Commissioner Smith Watts, seconded by Commissioner Good and carried that the Consent Calendar items be approved. The motion carried by a unanimous roll call vote.

EXAMINATION RESULTS: Request to approve examination results.

Animal Health Technician (8-11-11) – 8 Applied,
1 Qualified
Forensic Specialist – 161 Applied, 33 Qualified

The motion was made to approve request on Consent Calendar.

RETIREMENTS:

Request to receive and file retirements.

Danette Rhodes/School Guard/Police
Joseph Seminara/Police Officer/Police
Royce Bell/Clerk Typist IV/Health
Mitzi Chaney/Communications Center Supervisor/Police
Lidia Fahlk/Microbiologist II/Health

The motion was made to receive and file on Consent Calendar.

RESIGNATION:

Request to receive and file resignation.

Billy Hamman/Special Services Officer III/Harbor

The motion was made to receive and file on Consent Calendar.

TRANSFER:

Request to approve transfer.

Nerissa Mojica/Administrative Analyst IV/Financial Management to Administrative Analyst III/Health

The motion was made to approve on Consent Calendar.

DOWNGRADE:

Request to approve downgrade (voluntary)

Nerissa Mojica/Administrative Analyst IV/Financial Management to Administrative Analyst III/Health

The motion was made to approve on Consent Calendar.

SCHEDULE FOR HEARINGS:

Request to approve hearing schedule.

Suspension Appeal 28-S-1011, 11/9/11
Suspension Appeal 32-S-1011, 11/9/11
Suspension Appeal 30-S-1011, 11/11/11
Suspension Appeal 31-S-1011, 12/14/11
Suspension Appeal 29-S-1011, 1/4 & 11/2012

The motion was made to approve on Consent Calendar.

PROVISIONAL APPOINTMENT:

The Secretary presented a communication from George Chapjian, Director of Parks, Recreation and Marine,

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requesting Commission authorization to appoint Sarah Amick, to the classification of Aquatics Supervisor on a provisional basis. After discussion, it was moved by Commissioner Smith Watts, seconded by Commissioner Hicks and carried that the request be granted in accordance with Civil Service Commission Policy 1.02 and Section 43 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

PROVISIONAL APPOINTMENT:

The Secretary presented a communication from George Chapjian, Director of Parks, Recreation and Marine, requesting Commission authorization to appoint Max James-Jolly, to the classification of Recreation Assistant on a provisional basis. After discussion, it was moved by Commissioner Good, seconded by Commissioner Smith Watts and carried that the request be granted in accordance with Civil Service Commission Policy 1.02 and Section 43 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

PROVISIONAL APPOINTMENT:

The Secretary presented a communication from Cynthia Stafford, Personnel Services Officer, requesting Commission authorization to appoint Eric Lopez and Sarah Price, to the classification of Capital Projects Coordinator on a provisional basis. After discussion, it was moved by Commissioner Good, seconded by Commissioner Smith Watts and carried that the request be granted in accordance with Civil Service Commission Policy 1.02 and Section 43 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

REQUEST FOR SELECTIVE CERTIFICATION:

The Secretary presented a communication from Ronald R. Arias, Director, Health and Human Services, requesting Commission authorization for the selective certification for individuals with implementation and oversight of the HUD Lead Hazard Control Grant Program, developing and implementing program policies and procedures, managing and coordinating environmental evaluations for lead-based paint and lead-based paint hazards and preparing Lead Inspection and Risk Assessment reports in accordance with State and Federal Requirements experience from the Public Health Professional eligible list. After discussion, it was moved by Commissioner Good, seconded by Commissioner Smith Watts and carried that the request be approved, pursuant to Section 28 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**REQUEST TO REAPPOINT
RESIGNED EMPLOYEE:**

LILLIA DEMASI/PUBLIC SAFETY DISPATCHER/POLICE

The Secretary presented a communication from Jim McDonnell, Chief of Police, requesting Commission authorization to reappoint Lillia Demasi to her former classification of Public Safety Dispatcher. After discussion, it was moved by Commissioner Good, seconded by Commissioner Hicks and carried that the request be approved, pursuant to Section 45 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

BULLETINS:

It was moved by Commissioner Good, seconded by Commissioner Smith Watts and carried that the following Job Opportunity Bulletins be approved. The motion carried by a unanimous roll call vote.

Airport Public Affairs Assistant
Construction Inspector
Office Systems Analyst
Public Health Professional – Lead Program Manager
Public Safety Dispatcher
Storekeeper

MANAGERS' REPORT:

Rob Pfingsthorn, Personnel Analyst, provided the Commission with copies of Fiscal Year 2012 Proposed Budget presentation from the City Council's meeting on Tuesday, August 16, 2011, and stated that there will be no Police Academy this fiscal year. He did inform the Commission that if needed, staff is ready to conduct the examinations for Police Recruit and Fire Recruit. He added that there is a current Police Officer – Lateral eligible list established if needed.

Caprice McDonald, Personnel Analyst, briefed the Commission on the new process for filing job applications effective August 1, 2011.

ADJOURNMENT:

There being no further business before the Commission, President Karatsu adjourned the meeting.



MARIO R. BEAS
Secretary

MRB:meh