

Susana Gonzalez Edmond, President
Joel Garnica, Vice President



Phyllis O. Arias, Commissioner
Brandon Dowling, Commissioner
Yvonne Wheeler, Commissioner

Christina Pizarro Winting, Executive Director

FINISHED AGENDA AND MINUTES

SPECIAL MEETING

**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.

**PLEASE VIEW THE MEETING FROM YOUR COMPUTER, TABLET, OR
SMARTPHONE VIA: https://longbeach.granicus.com/ViewPublisher.php?view_id=84**

President Gonzalez Edmond called the meeting to order at 8:36 a.m.

FLAG SALUTE

President Gonzalez Edmond asked Ms. Pizarro Winting to lead the Pledge of Allegiance.

ROLL CALL

Commissioners Phyllis O. Arias, Brandon Dowling, Yvonne Wheeler, Joel
Present: Garnica and Susana Gonzalez Edmond

- 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 comments received from the public.

At this time, Ms. Pizarro Winting introduced Mr. Joe Ambrosini, Director of the Human Resources Department. Mr. Ambrosini provided a brief background on his career. He stated that he is excited to work with the City of Long Beach and Civil Service. The Commission welcomed Mr. Ambrosini and looks forward to a great partnership.

2. [21-128CS](#) **Recommendation to approve minutes:**
Special Meeting of April 14, 2021

Commissioner Arias modified the second paragraph in Agenda Item 10 for clarification. The minutes will now read:

A brief discussion ensued with President Gonzalez Edmond, Commissioner Arias and Ms. Pizarro Winting regarding the need for the Exception to Rule requests. It was discussed that the rule will still need to be used and that the policy helps define the rule. It was also discussed that the policy outlines what information is required in order to accept a request for using classified positions in the classified service and provides the Commission with criteria for deciding whether to approve the request.

A motion was made by Commissioner Dowling, seconded by Commissioner Wheeler, to approve the minutes as modified. The motion carried by the following vote:

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Yvonne Wheeler, Joen Garnica and Susana Gonzalez Edmond

CONSENT CALENDAR (3 - 10):

Commissioner Dowling pulled Agenda Items 4 and 8 for a separate discussion.

Passed the Consent Calendar

A motion was made by Vice President Garnica, seconded by Commissioner Arias, to approve Consent Calendar Items(3, 5-7, 9-10), except for Items (4 and 8). The motion carried by the following vote:

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Yvonne Wheeler, Joen Garnica and Susana Gonzalez Edmond

3. [21-129CS](#)

Recommendation to approve examination results:

Permit Technician I-II

Public Safety Dispatcher I-IV - POST WAIVER Test #22

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

4. [21-130CS](#)

Recommendation to approve bulletin(s):

Fire Recruit

Ms. Pizarro Winting introduced Crystal Slaten and Shellie Goings who provided the Commission with an overview regarding the examination process as well as ongoing recruitment efforts for Fire Recruit.

Recruitment Captain and Diversity Partnership Manager, Dennis Garrett and Battalion Chief, Jason Hosea, were also on the call and provided additional information regarding recruitment efforts.

Commissioner Dowling thanked Ms. Slaten, Mr. Garrett and Mr. Hosea for their presentation. He wanted to know what social media platforms are being used, other than Facebook and Twitter, to reach a younger audience. He stated that Facebook and Twitter tend to steer towards an older group and that if we are looking for a younger audience, we may need to look into using other platforms like TikTok and Twitch. Ms. Slaten stated that discussion has taken place with the City's Communications division regarding utilizing TikTok; however, it would only work if there was dedicated staff to manage the account. She stated that she has a meeting with the Fire Department's social media team to further discuss. Ms. Slaten stated that staff is also conducting recruitment outreach to local community colleges.

President Gonzalez Edmond suggested using YouTube to outreach as the audience can be of all ages. Ms. Slaten responded that they will be looking into YouTube as Civil Service has an account. Staff will also reach out to Fire to further discuss.

Commissioner Dowling wanted to know if efforts are being made to reach out to the younger generation prior to high school. He asked if there was a youth or junior Fire Academy or some type of cadet program or lifeguard program that could lead up to a possible career with Fire. Chief Hosea responded that as part of its Diversity Recruitment report, the Fire Department outlines a long-term plan regarding a pathways program that is currently taking place at Jordan High School. Ms. Pizarro Winting stated that staff plan to bring back a program where city employees provide outreach to middle school youth. Chief Hosea stated that the Fire Department will be looking at other social media platforms as a form of outreach. Captain Garrett stated that the Fire Department is scheduled to speak to a group of Third and Fourth grade students in May. President Gonzalez Edmond added that middle school aged youth is a good stage to outreach.

President Gonzalez Edmond thanked Captain Garrett, Battalion Chief Hosea, Ms. Slaten and Ms. Goings for the presentation to the Commission.

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

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Yvonne Wheeler, Joen Garnica and Susana Gonzalez Edmond

5. [21-131CS](#)

Recommendation to receive and file retirement(s):

Brian Tuliau, Police Sergeant, Police Department (28 yrs., 3 mos.)

William Johnston, Police Officer, Police Department (25 yrs., 3 mos.)

Paul Lange, Principal Construction Inspector, Energy Resources (23 yrs., 7 mos.)

John Paul Mitzel, Garage Supervisor II, Water Department (35 yrs., 4 mos.)

Loren Patten, Principal Building Inspector, Development

*Services (24 yrs., 8 mos.)
Rogers Riggers, Special Services Officer, Police Department
(20 yrs., 6 mos.)
Kenneth Tucker, Supervisor-Waste Operations, Public Works
(27 yrs., 1 mo.)*

President Gonzalez Edmond informed the Commission that John Paul Mitzel is being recognized for 35 years and 4 months of dedicated service. Liza Gutierrez, Manager of Support Services from the Water Department, was on the call to highlight his career. Mr. Mitzel provided an overview of his work history with the City. The Commission congratulated Mr. Mitzel on his retirement and asked what his plans were. Mr. Mitzel stated that he will be spending his retirement working on home projects and relaxing.

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

6. [21-132CS](#)

Recommendation to receive and file resignation(s):

*Sheila Chan, Assistant Administrative Analyst II, Harbor Department (4 yrs., 6 mos.)
Jorge Galvan Rosales, Engineering Technician I, Energy Resources (1 yr., 3 mos.)
Ruben Jubinsky, Administrative Analyst III, Health and Human Services (4 yrs., 4 mos.)
Michael Longbehn, Garage Service Attendant I, Financial Management (1 yr., 2 mos.)
Ronette Malibiran-Fajardo, Registered Nurse II, Health and Human Services (10 mos. 24 days)
James Morhutia, Administrative Analyst II, Water Department (3 yrs., 5 mos.)
Joshua Vazquez, Customer Service Representative III, Energy Resources (1 yr., 7 mos.)*

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

7. [21-133CS](#)

Recommendation to approve transfer(s):

Albert Miramontes - Construction Inspector II, Airport to Construction Inspector II, Harbor Department

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

8. [21-134CS](#)

Recommendation for Reassignment for Rehabilitation - Todd Malloy, Commercial Diver to Garage Service Attendant
Communication from Stacey V. Lewis, Human Resources Director, Harbor Department
Staff report prepared by Elsa Ramos, Personnel Analyst

Commissioner Dowling wanted to point out a typographical error regarding the date located in the fourth bullet. Ms. Pizarro Winting stated that staff will make the change.

Commissioner Arias wanted to ensure that Mr. Malloy's work restrictions will not preclude him from the training objectives for Garage Service Attendant. Ms. Pizarro Winting and Ms. Ramos stated that the department believes that the training could be modified to meet Mr. Malloy's restrictions. Ms. Pizarro Winting reported that staff was able to confirm with Ms. Clay, from the Harbor Department, that the training for Mr. Malloy will be modified as well as the equipment. She stated that productive breaks are embedded into the work as needed.

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

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Yvonne Wheeler, Joen Garnica and Susana Gonzalez Edmond

9. [21-135CS](#)

Recommendation to Approve Provisional Appointment - Michael Cardoza, Storekeeper
Communication from Ken Walker, Acting Personnel Administrator, Long Beach Police Department
Staff report prepared by Elsa Ramos, Personnel Analyst

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

10. [21-136CS](#)

Recommendation to Approve Extension of Expiring Eligible Lists (6 months)

Staff report prepared by Christina Pizarro Winting, Executive Director

Accounting Clerk I-III (C02AN-19) (5/30/2019) - 3 months

Business Systems Specialist I-VII (H67AN-20) Test #19 (5/14/2020)

Civil Engineer (K11NN-20) Test #13 (5/7/2020)

Civil Engineer (K11NN-20) Test #14 (5/20/2020)

Civil Engineer (K11NN-20) Test #15 (5/29/2020)

Electrician (I15NN-20) Test #06 (5/22/2020)

Environmental Specialist Associate (N26NN-20) Test #03 (5/27/2020)

Fingerprint Classifier (F07NN-19) (11/28/2018)

Garage Service Attendant I-III (J23AN-19) Test #02 (5/20/2019)

Gardener I-II (J24AN-20) (5/28/2020)

Gas Field Technician I-III (EG2AN-19) Test #01 (5/10/2019)

License Inspector I-II (C22AN-20) Test #01 (11/14/2019) - 3 months

Marina Agent I-III (H59AN-19) (11/27/2018)

Mechanical Engineering Associate (K33NN-19) (11/14/2018)

Nurse Practitioner (G12NN-20) Test #06 (5/15/2020)

Office Systems Analyst I-IV - SD (ND4AN-20) Test #03 (5/6/2020) - 2 months

Plan Checker - Plumbing I-II (K41AN-19) Test #04 (5/8/2019)

Plan Checker - Plumbing I-II (K41AN-20) Test #06 (1/14/2020)

Police Officer - Lateral (F23NN-19B) Test #02 (5/6/2019)

Police Officer - Lateral (F23NN-19B) Test #03 (5/16/2019)

Police Officer - Lateral (F23NN-19B) Test #09 (11/14/2019)

Police Officer - Lateral (F23NN-20) Test #13 (5/28/2020)

Police Recruit (F63NN-19) Test #03 (11/29/2018)

Police Recruit (F63NN-19) Test #04 (12/17/2018)

Police Recruit (F63NN-21) Test #20 (11/12/2020)

Public Health Nurse I-III (G19AN-20) Test #02 (5/21/2020)

Public Health Nurse I-III (G19AN-21) Test #10 (12/1/2020)

Public Health Nurse Supervisor (G20NN-20) Test #01 (5/8/2020)

Public Health Nurse Supervisor (G20NN-20) Test #02 (5/29/2020)
Public Health Nutritionist I-III (G21AN-20) Test #06 (5/6/2020)
Public Safety Dispatcher - Lateral (J45AN-21C) Test #07 (11/2/2020)
Public Safety Dispatcher I-IV - NTN Exam (J45AN-19A) Test #07 (5/6/2019) 3 months
Public Safety Dispatcher I-IV - NTN Exam (J45AN-20A) Test #09 (11/15/2019) 5 months
Public Safety Dispatcher I-IV - Post Waiver (J45AN-19B) Test #06 (5/6/2019) 3 months
Public Safety Dispatcher I-IV - Post Waiver (J45AN-20B) Test #09 (11/15/2019) 5 months
Public Safety Dispatcher I-IV - Post Waiver (J45AN-20B) Test #12 (5/22/2020)
Recycling Specialist I-II (EC5AN-19) Test #01 (5/20/2019) 1 month
Refuse Operator I-III (JA2AN-21) Test #27 (11/20/2020)
Registered Nurse I-II (G11AN-19) Test #09 (5/24/2019)
Senior Civil Engineer (K52NN-20) (11/8/2019)
Senior Traffic Engineer (K68NN-20) Test #07 (5/8/2020) 4 months
Special Services Officer I-IV (F33AN-19) Test #33 (11/8/2018)
Special Services Officer I-IV (F33AN-19) Test #37 (5/6/2019)
Special Services Officer I-IV (F33AN-20) Test #40 (11/15/2019)
Special Services Officer I-IV F33AN-20) Test #43 (5/28/2020)
Water Treatment Operator I-IV (MA1AN-20) Test #03 (11/6/2019)
Water Treatment Operator I-IV (MA1AN-20) Test #05 (5/7/2020)

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

REGULAR AGENDA

11. [21-137CS](#)

RECOMMENDATION FOR SELECTIVE CERTIFICATION -

Administrative Analyst
*Communication from Christopher J. Garner, General Manager,
Water Department*
Staff report prepared by Sylvana Tamura, Personnel Analyst

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

Representatives from the Water Department were on the call to answer any questions.

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

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Yvonne Wheeler, Joen Garnica and Susana Gonzalez Edmond

12. [21-138CS](#)

**RECOMMENDATION TO APPROVE REVISED
CLASSIFICATION SPECIFICATION - School Guard**
*Communication from Joe Ambrosini, Director, Department of
Human Resources*
Staff report prepared by Jami Kerr-Jenkins, Personnel Analyst

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

Representatives from Human Resources were on the call to answer any questions.

President Gonzalez Edmond stated that this is a very important position.

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

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Yvonne Wheeler, Joen Garnica and Susana Gonzalez Edmond

13. [21-139CS](#)

**RECOMMENDATION TO APPROVE REVISED
CLASSIFICATION SPECIFICATION - Senior Librarian**

Communication from Joe Ambrosini, Director, Department of Human Resources
Staff report prepared by Jami Kerr-Jenkins, Personnel Analyst

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

Representatives from Library Services and the Human Resources Departments were on the call to answer any questions.

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

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Yvonne Wheeler, Joen Garnica and Susana Gonzalez Edmond

14. [21-140CS](#)

RECOMMENDATION TO APPROVE BULLETIN(S):

School Guard

Ms. Pizarro Winting informed the Commission that there is not a staff report. She stated that this is on the Regular Agenda as the Commission just approved the revised classification specification.

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

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Yvonne Wheeler, Joen Garnica and Susana Gonzalez Edmond

15. [21-141CS](#)

ELECTION OF COMMISSION OFFICERS

President Gonzalez Edmond entertained a motion for nominations to the roles of President and Vice President of the Commission.

Nominations were submitted for Vice President Garnica to President and Commissioner Dowling to Vice President. No other nominations were received.

A motion was made by Commissioner Arias, seconded by Commissioner Wheeler, to nominate Vice President Garnica to the role of President and Commissioner Dowling to the role of Vice President. The motion carried by the following vote:

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Yvonne Wheeler, Joen Garnica and Susana Gonzalez Edmond

16. STANDING COMMITTEES

A. Executive Committee

President Gonzalez Edmond asked when staff plan to present on pending items. Ms. Pizarro Winting stated that those items will be presented in May.

B. Recruitment and Selection Committee

Commissioner Dowling stated that the Committee had no new information to report.

C. Special Projects Committee

Commissioner Arias stated that the Committee had no new information to report.

17. REPORTS FROM MANAGERS

A. Recruitment and Outreach Services Division - Crystal Slaten

Ms. Slaten reminded the Commission that the weekly webinars being facilitated by the Fire Department and the Fire Recruit Prep courses are available for registration through Eventbrite. She stated that they are hoping to expand the webinars to the weekend as they are currently being offered on Wednesday evenings.

President Gonzalez Edmond asked Ms. Slaten to provide a report on any community engagement that is being done as it relates to recruitment. She would like to get an idea regarding what organizations the Recruitment and Outreach division is working with and perhaps being able to share additional ones with the group.

B. Employment Services Division - Caprice McDonald

Ms. McDonald provided updates on the Fire Engineer examination. She stated that appraisal interviews were conducted for 28 applicants with a total of 16 of them

moving forward. Ms. McDonald also reported that there were 352 applications received for Administrative Analyst, with a total of 219 candidates moving forward. She provided information on how candidates qualified and the utilization of the Civil Service rule that allows staff to work up to 25% out of classification.

Commissioner Arias asked if the number of candidates for Fire Engineer was an improvement. Ms. Goings stated that they have seen an increase in applicants due to the Fire Engineer Academy that was implemented in 2019.

Commissioner Arias asked what examination was being used for the Administrative Analyst position. Ms. McDonald responded that Civil Service is using its own in-house examination that will be administered by the National Testing Network.

C. Administration and Support Services Division - Maria Alamo

Ms. Alamo reported that she will be making her budget presentation on May 12th. She provided an update on what has been taking place with LB Coast, which is the citywide project to develop a new and integrated finance and human resources system for the city. She stated that the implementation of phase two is continuing to make progress in all areas. She stated that Munis will be replacing programs currently being used by the city such as Famis, HRMS and LifeView-HR. She stated that phase two consists of payroll and budget.

President Gonzalez Edmond commented that Ms. Alamo was originally going to make a budget presentation within her report. President Gonzalez Edmond stated that she felt the Commission deserves a full conversation about the budget process and status of where we are which is why she asked for it to be placed on the agenda. She thinks it is important for the Commission to know where the budget is fiscally and where staff is in the process.

D. Executive Director - Christina Pizarro Winting

Ms. Pizarro Winting thanked the Commission for allowing staff to pull Agenda Item 4. She thought it was important to discuss as there is so much work going into the Fire Recruit. She thanked Ms. Slaten, Ms. Goings and the Fire Department for great presentations. She stated that she wants the Commission, being the peoples Commission, to be knowledgeable of all the things that are taking place in hopes of making this a successful campaign. She will be sure to keep the Commission posted as we go through the phases.

Ms. Pizarro Winting shared information provided by the City Manager related to vaccinations. She stated that the repopulation of City Hall will depend on how the

community is doing. She reported that 55.6% of the eligible population in Long Beach has had their first dose. She stated that 94% of seniors have been vaccinated. She commented that she is excited to that we are moving closer to more vaccinations and will keep the Commission updated on the repopulation of City Hall.

Ms. Pizarro Winting thanked the Commission for participating in Denim Day. She also reminded the Commission to let her know if they would like to take part in the Female Firefighter Career Workshop hosted by the Fire Department.

Ms. Pizarro Winting thanked President Gonzalez Edmond for her service and leading the Commission to be adaptable to the needs of the city.

President Gonzalez Edmond thanked Ms. Pizarro Winting for her kind words and thanked her and staff for being supportive to the Commission.

President Gonzalez Edmond asked if there was an update regarding revisions to the website. Ms. Pizarro Winting stated that the committee is meeting regularly and is moving along. She stated that the only update to the website was the addition of the new logo. Staff are working to consolidate the website with the goal of having fewer clicks for customers. President Gonzalez Edmond also wanted to thank staff for the improvement that has taken place on the social media platforms. Ms. Pizarro Winting stated that Ms. Cano is the one responsible for posting.

18. UNFINISHED BUSINESS

There was no unfinished business to discuss.

19. NEW BUSINESS

Commissioner Arias thanked President Gonzalez Edmond for her service and leadership to the Commission. She stated that President Gonzalez Edmond elevated the Commission's meetings and structure and appreciates everything that she has done. President Gonzalez Edmond thanked Commissioner Arias for her kind words.

Vice President Garnica thanked President Gonzalez Edmond as well. She thanked both Commissioner Arias, who was the previous President, and President Gonzalez Edmond for their leadership. As a Latina on the Commission, she stated that it is inspiring to see what two previous Latinas can do. She stated that she looks forward to reaching out to both of them for guidance and thanked them for their service.

Commissioner Dowling stated that he began this journey under President Gonzalez

Edmond's leadership and has learned so much from her. He looks forward to working with Vice President Garnica under her new role.

Commissioner Wheeler thanked President Gonzalez Edmond for her leadership and looks forward to working with the President elect and Vice President elect.

Vice President Garnica wanted to put it on the record that President Gonzalez Edmond was the leader to coin the Commission "The Peoples Commission," which could not be truer and deserves all the credit.

ADJOURNMENT

President Gonzalez Edmond adjourned the meeting at 10:06 a.m.

NO HEARING

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.

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