

**LONG BEACH CIVIL SERVICE COMMISSION
JEANNE KARATSU, PRESIDENT
JULY 9, 2008**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, July 9, 2008, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

MEMBERS PRESENT: Mary Islas, F. Phil Infelise, Ahmed Saafir, Jeanne Karatsu

MEMBER EXCUSED:

OTHERS PRESENT: Mario R. Beas, Executive Director & Secretary
Herman M. Long, Deputy Director
Melinda George, Employment Services Officer
Marilyn Hall, Executive Assistant
Salvador Ambriz, Personnel Analyst
Diane Dzodin, Personnel Analyst
Debbie McCluster, Personnel Analyst
Lourdes Ferrer, Assistant Administrative Analyst
Mary Eme, Personnel Analyst, Human Resources

President Jeanne Karatsu presided.

MINUTES: It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the minutes of the regular meeting of June 25, 2008, be approved as prepared. The motion carried by a unanimous roll call vote.

**REQUEST TO REAPPOINT
RESIGNED EMPLOYEE:**

CORY FORRESTER/MAINTENANCE ASSISTANT

The Secretary presented a communication from Phil T. Hester, Director of Parks, Recreation and Marine, requesting Commission authorization to reappoint Cory Forrester to his former classification of Maintenance Assistant. In addition, the Secretary presented a staff report prepared by Diane Dzodin, Personnel Analyst. After discussion, it was moved by Commissioner Saafir, seconded by Commissioner Islas 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.

**REQUEST TO REAPPOINT
RESIGNED EMPLOYEE:**

JOHN BENNETT/HARBOR MAINTENANCE MECHANIC

The Secretary presented a communication from Lisa Marin, Director of Human Resources, requesting Commission authorization to reappoint John Bennett to his former classification of Harbor Maintenance Mechanic. In addition, the Secretary presented a staff report prepared by Debbie

McCluster, Personnel Analyst. After discussion, it was moved by Commissioner Infelise, seconded by Commissioner Islas 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.

REQUEST TO RETURN TO CLASSIFIED SERVICE:

KEN HERBAGE/PARK MAINTENANCE SUPERINTENDENT TO PARK MAINTENANCE SUPERVISOR

The Secretary presented communication from Phil T. Hester, Director of Parks, Recreation and Marine, requesting Commission authorization to return Ken Herbage to his former classified position of Park Maintenance Supervisor. In addition, the Secretary presented a staff report prepared by Melinda George, Employment Services Officer. After discussion, it was moved by Commissioner Saafir, seconded by Commissioner Islas and carried that the request to return Mr. Herbage to classified service be approved, pursuant to Section 91 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

PROTEST OF DISQUALIFICATION FROM EXAMINATION:

ACCOUNTANT

The Secretary presented a communication from Norman Feirstein, Attorney at Law, on behalf of Minh Nguyen, requesting the Commission to reconsider Ms. Nguyen's disqualification from the Accountant examination, administered on May 23, 2008. In addition, the Secretary presented a staff report prepared by Diane Dzodin, Personnel Analyst. Ms. Nguyen was not present. After discussion, it was moved by Commissioner Islas, seconded by Commissioner Infelise and carried to deny the request. The motion carried by the following roll call vote:

AYE: Mary Islas
F. Phil Infelise
Jeanne Karatsu
NO: Ahmed Saafir

REVISED CLASSIFICATION SPECIFICATION:

PLAN CHECKER – FIRE PREVENTION

The Secretary presented a communication from Suzanne Mason, Director of Human Resources, requesting Commission approval of the revised classification

specification for Plan Checker – Fire Prevention. In addition, the Secretary presented a staff report prepared by Caprice McDonald, Personnel Analyst. Melinda George, Employment Services Officer briefed the Commission regarding this request. After discussion, it was moved by Commissioner Islas, seconded by Commissioner Infelise and carried to approve the revised classification specification for Plan Checker – Fire Prevention, pursuant to Section 1101(d) of the City Charter. The motion carried by a unanimous roll call vote.

REVISED CLASSIFICATION SPECIFICATIONS:

PLAN CHECKER – ELECTRICAL, PLAN CHECKER - MECHANICAL AND PLAN CHECKER – PLUMBING

The Secretary presented a communication from Suzanne Mason, Director of Human Resources, requesting Commission approval of the revised classification specifications for Plan Checker – Electrical, Plan Checker – Mechanical and Plan Checker - Plumbing. In addition, the Secretary presented a staff report prepared by Lourdes Ferrer, Assistant Administrative Analyst, Caprice McDonald, Personnel Analyst and Sal Ambriz, Personnel Analyst. After discussion, it was moved by Commissioner Infelise, seconded by Commissioner Islas and carried to approve the revised classification specifications for Plan Checker – Electrical, Plan Checker – Mechanical and Plan Checker - Plumbing, pursuant to Section 1101(d) of the City Charter. The motion carried by a unanimous roll call vote.

BULLETIN:

PUBLIC HEALTH NUTRITIONIST

It was moved by Commissioner Islas, seconded by Commissioner Saafir and carried that the subject Job Opportunity Bulletin be approved. The motion carried by a unanimous roll call vote.

EXAMINATION RESULTS:

It was moved by Commissioner Saafir, seconded by Commissioner Islas and carried that the following examination results be approved. The motion carried by a unanimous roll call vote.

Accountant – 138 Applied, 27 Qualified
Civil Engineer – 9 Applied, 3 Qualified
Civil Engineering Assistant – 6 Applied, 6 Qualified
Harbor Maintenance Mechanic – 54 Applied, 3 Qualified
Public Health Professional – 8 Applied, 8 Qualified

Senior Combination Building Inspector – 22 Applied,
16 Qualified
Systems Technician – 12 Applied, 10 Qualified
Water Treatment Operator – 47 Applied, 2 Qualified

**EXTENSION OF EXPIRING
ELIGIBLE LISTS:**

Herman Long, Deputy Director, requested that the Animal Control Officer eligible list be withdrawn. It was moved by Commissioner Saafir, seconded by Commissioner Infelise and carried to withdraw the extension of Animal Control Officer. The motion carried by a unanimous roll call vote. It was moved by Commissioner Infelise, seconded by Commissioner Saafir and carried that the following eligible lists be extended for an additional six months, with the exception of Gas Construction Worker list of 7/12/06, to be extended for two months. The motion carried by a unanimous roll call vote.

~~Animal Control Officer (10/10/07) 1 month~~
Epidemiologist (07/11/07)
Gas Construction Worker (07/12/06) 2 months
Water Quality Organic Chemist (01/10/07)

RETIREMENTS:

**PERVIS EDWARD/SPECIAL SERVICES OFFICER
IV/POLICE**

It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the subject retirement be received and filed. The motion carried by a unanimous roll call vote.

RESIGNATIONS:

CHRISTOPHER COONEY/POLICE OFFICER/POLICE

It was moved by Commissioner Infelise, seconded by Commissioner Saafir and carried that the subject resignation be received and filed. The motion carried by a unanimous roll call vote.

MANAGERS' REPORT:

Melinda George, Employment Services Officer, acknowledged former Civil Service staff Russ Ficker, Leah Salgado and Beverly Nieves for completing the examinations they had in progress. She also thanked the employees' new departments for their support in allowing them to complete the examinations during their transition.

Herman Long, Deputy Director, informed the Commission that the Management Assistants were being briefed on the operation of the Civil Service Department and requested

that they introduce themselves to the Commission. Jordan Syms, B.A., Anthropology, University of California, Berkeley, M.A. Urban Planning, University of California, Los Angeles; Courtney Aguirre, B.A. Political Science, University of California, Berkeley, Masters in Public Administration, Urban Management Emphasis, California State University, Fullerton; Jason E. Kinter, B.A. History and minor in Biology, George Fox University, Newbert, Oregon, Masters in Public Administration, Seattle University; and Matthew Veeh, B.A. in Economics, University of California, Los Angeles, Master of Business Administration, Washington University.

The Secretary informed the Commission that newly appointed Commissioner Douglas Haubert would start next week. He provided the Commission with a copy of the City Council budget hearing schedule for fiscal year 2009. The Secretary invited everyone to the reception for retiring Commissioner Herbert A. Levi, and thanked Donna de Araujao for her support as Acting Executive Assistant during Marilyn Hall's vacation.

ADJOURNMENT:

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



MARIO R. BEAS
Secretary

MRB:meh

**LONG BEACH CIVIL SERVICE COMMISSION
JEANNE KARATSU, PRESIDENT
JULY 23, 2008**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, July 23, 2008, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

MEMBERS PRESENT: Mary Islas, F. Phil Infelise, Jeanne Karatsu,
Douglas Haubert

MEMBER EXCUSED: Ahmed Saafir

OTHERS PRESENT: Mario R. Beas, Executive Director & Secretary
Herman M. Long, Deputy Director
Marilyn Hall, Executive Assistant
Salvador Ambriz, Personnel Analyst
Lourdes Ferrer, Assistant Administrative Analyst
Sherriel Murry, Personnel Analyst, Human Resources

President Jeanne Karatsu presided.

MINUTES: It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the minutes of the regular meeting of July 16, 2008, be approved as prepared. The motion carried by a unanimous roll call vote.

It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that dismissal hearing 01-D-78 minutes of July 9 & 16, 2008, be approved as prepared. The motion carried by a unanimous roll call vote.

BULLETINS: It was moved by Commissioner Infelise, seconded by Commissioner Islas and carried that the following Job Opportunity Bulletins be approved. The motion carried by a unanimous roll call vote.

Capital Projects Coordinator
School Guard

EXAMINATION RESULTS: It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the following examination results be approved. The motion carried by a unanimous roll call vote.

Helicopter Mechanic – 11 Applied, 1 Qualified
Public Health Nutritionist – 1 Applied, 1 Qualified
Special Services Officer – 212 Applied, 156 Qualified
Transportation Planner – 1 Applied, 1 Qualified
Water Treatment Operator – 21 Applied, 3 Qualified

RETIREMENT:

**DONALD EASH/SPECIAL SERVICES OFFICER
III/POLICE**

It was moved by Commissioner Infelise, seconded by Commissioner Islas and carried that the subject retirement be received and filed. The motion carried by a unanimous roll call vote.

RESIGNATION:

RICHARD HAU/AMBULANCE OPERATOR/FIRE

It was moved by Commissioner Infelise, seconded by Commissioner Islas and carried that the following resignation be received and filed. The motion carried by a unanimous roll call vote.

MANAGERS' REPORT:

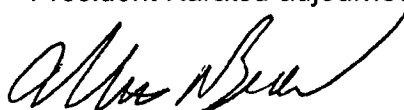
Herman Long, Deputy Director, stated that Melinda George, Employment Services Officer, Diane Dzodin and Caprice McDonald, Personnel Analysts and other staff members were conducting the Police Lieutenant examination, which will conclude on Thursday. He also stated that the Budget Oversight Committee met on Tuesday, July 22, 2008.

The Secretary thanked Mr. Long for handling last week's Commission meeting and hearing during his unexpected absence. He also stated that he received a call from Ray Kaiser, Attorney at Law, who advised the Commission in the Ferguson matter, that once the judge's decision was finalized, he would brief the Commission.

President Karatsu invited all to attend the welcome reception for Commissioner Douglas Haubert.

ADJOURNMENT:

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



MARIO R. BEAS
Secretary

MRB:meh