

**LONG BEACH CIVIL SERVICE COMMISSION
CAROLYN SMITH WATTS, PRESIDENT
MAY 2, 2012**

The regular meeting of the Civil Service Commission was held at 9:00 a.m., Wednesday, May 2, 2012, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

MEMBERS PRESENT: Jeanne Karatsu, Carolyn Smith Watts, Jonathan Gotz, Larry Keller

MEMBER EXCUSED: Charles Hicks Jr.

OTHERS PRESENT: Melinda George, Deputy Director, Acting Secretary
Marilyn Hall, Executive Assistant
Christina Checél, Senior Deputy City Attorney
Salvador Ambriz, Personnel Analyst
Robert Pfingsthorn, Personnel Analyst
Lourdes Ferrer, Personnel Analyst
Ken Walker, Personnel Operations Manager, Human Resources

President Carolyn Smith Watts presided.

MINUTES: It was moved by Commissioner Keller, seconded by Commissioner Gotz and carried that the minutes of the regular meeting of April 18, 2012, be approved as prepared. The motion carried by a unanimous roll call vote.

CONSENT CALENDAR (2-4): It was moved by Commissioner Keller, seconded by Commissioner Karatsu and carried that the Consent Calendar items be approved. The motion carried by a unanimous roll call vote.

RETIREMENT: Request to receive and file retirement.

David Friedman/Clerk Typist I/Parks

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

RESIGNATIONS: Request to receive and file resignations.

Susan Djokic/Library Clerk I/Library
Angie Fredrickson/Environmental Specialist
Assistant/Harbor

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

TRANSFER:

Request to approve transfer.

Alberto Lopez/Maintenance Assistant II/Public Works to
Maintenance Assistant III/Harbor

The motion was made to approve transfer on Consent Calendar.

PROVISIONAL APPOINTMENT:

The Secretary presented a communication from John Gross, Director of Financial Management, requesting Commission authorization to appoint Joseph Toney, to the classification of Assistant Administrative Analyst on a provisional basis. After discussion, it was moved by Commissioner Keller, seconded by Commissioner Gotz 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 John Gross, Director of Financial Management, requesting Commission authorization to appoint Anne Takii, to the classification of Buyer on a provisional basis. After discussion, it was moved by Commissioner Gotz, seconded by Commissioner Keller 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 TO EXTEND
NON-CAREER HOURS:**

JUAN ARIAS/ADMINISTRATIVE INTERN/HARBOR

The Secretary presented a communication from Margaret Huebner, Director of Human Resources, Harbor, requesting Commission approval to extend the non-career hours for Juan Arias, Administrative Intern, for an additional 390 hours. After discussion, it was moved by Commissioner Keller, seconded by Commissioner Gotz and carried that the non-career hours be extended for 390 hours, in accordance with Section 49 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 George Chapjian, Director of Parks, Recreation & Marine, requesting Commission authorization for the selective certification for individuals with skills as an Aquatic Specialist from the Recreation Assistant eligible list. After discussion, it was moved by Commissioner Keller, seconded by Commissioner Gotz 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.

**EXTENSION OF EXPIRING
ELIGIBLE LISTS:**

The Secretary presented a staff report, prepared by Mario R. Beas, Executive Director, requesting Commission approval of the following eligible lists for six months:

Airport Operations Assistant
Animal Control Officer
Aquatics Supervisor
Civil Engineer
Civil Engineering Assistant
Deputy Fire Marshal (11/10/10, 11/17/10 & 12/1/10)
Development Project Manager
Electrical Engineer
Electrician (5/4/11, 5/11/11 & 5/18/11)
Engineering Technician
Harbor Maintenance Mechanic
Hazardous Materials Specialist (5/4/11 & 5/11/11)
Refuse Operator
Registered Nurse
Senior Accountant
Senior Civil Engineer (11/10/10, 11/17/10 & 12/1/10)

BULLETINS:

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

Fire Boat Operator
Marine Safety Sergeant – Boat Operator

ADJOURNMENT:

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


MELINDA GEORGE
Acting Secretary

MG:meh