

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

Erik Frost Hollins, President

Christina Pizarro Winting, Executive Director



**WEDNESDAY, OCTOBER 11, 2023
411 W. OCEAN BOULEVARD
CIVIC CHAMBERS, 9:00 AM**

Joen Garnica, Commissioner
Robyn Gordon-Peterson, Commissioner
Jose Osuna, Commissioner

CIVIL SERVICE COMMISSION

REGULAR MEETING

ROLL CALL

FLAG SALUTE

1. COMMENTS FROM THE PUBLIC – THE CIVIL SERVICE COMMISSION WILL HEAR FROM MEMBERS OF THE PUBLIC ON MATTERS REGARDING THE AGENDA.

2. 23-291CS Recommendation to approve minutes:

Regular Meeting of September 27, 2023

Dismissal Hearing Minutes (02-D-2122) of October 26, 2022

Suggested Action: Approve recommendation.

Attachments: [CSC Regular Meeting Minutes of September 27, 2023](#)

CONSENT CALENDAR (3 - 6):

3. 23-292CS

Recommendation to approve examination results:
Building Maintenance Engineer (I09NN-24) Test #04
Civil Engineering Associate (K13NN-24) Test #10
Engineering Technician I-II (K95AN-24) Test #1
Mechanical Engineer (K32NN-24) Test #1
Office Automation Analyst I-IV (NB0AN-24) Test #02
Personnel Analyst I-IV (E48AN-24B) Test #01
Plan Checker-Fire Prevention I-II (KA4NN-24) Test #02
Police Recruit (F63NN-23) Test #32 - AMENDED
Principal Building Inspector (K81NN-24)
Public Health Nurse I-III (G19AN-24B) Test #11
Public Safety Dispatcher I-IV: 911 Dispatcher (Entry Level - NTN Exam) (J45AN-24A) Test #54
Special Services Officer I-IV (F33AN-24) Test #75
Tree Trimmer I-II (J66AN-24) Test #01

Suggested Action: Approve recommendation.

Attachments: [CSC Exam Results of October 11, 2023.pdf](#)

4. 23-293CS

Recommendation to receive and file retirement(s):

Renata Hawthorne, School Guard, Public Works, (15 yrs., 9 mos.)

Suggested Action: Approve recommendation.

5. 23-294CS

Recommendation to receive and file disability retirement(s):

Mark Manor, Fire Engineer, Fire Department, (27 yrs., 10 mos.)
James Owen, Fire Captain, Fire Department, (22 yrs., 4 mos.)

Suggested Action: Approve recommendation.

6. 23-295CS **Recommendation to receive and file resignation(s):**
Jericho Balderian, Assistant Administrative Analyst II, Economic Development, (21 yrs., 1 mo.)
Nicholas West, Fire Recruit, Fire Department, (1 yr., 8 mos.)
Gelisa Ellazar-Torres, Clerk Typist II, Fire Department (10 mos., 8 days)
Ribeka Toda, Senior Traffic Engineer, Public Works (3 mos., 16 days)
Estella Vasconez, Customer Service Representative II, Financial Management (5 yrs., 5 mos.)

Suggested Action: Approve recommendation.

REGULAR AGENDA

7. 23-296CS **RECOMMENDATION TO APPROVE BULLETIN-** Water Utility Mechanic I-III
Presentation by Levi Sinkler, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [Bulletin-Water Utility Mechanic I-III.pdf](#)

8. 23-297CS **RECOMMENDATION TO APPROVE BULLETIN-** Port Security System Operator I-II
Presentation by Salvador Barajas, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [Bulletin-Port Security System Operator I-II.pdf](#)

9. 23-298CS **RECOMMENDATION TO APPROVE BULLETIN-** Harbor Maintenance Supervisor
Presentation by Salvador Barajas, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [Bulletin-Harbor Maintenance Supervisor.pdf](#)

10. [23-299CS](#)

RECOMMENDATION FOR EXTENSION OF PROBATIONARY

PERIOD - Carolina Fernandes, Payroll/Personnel Assistant II

*Communication from Sandy Witz, Director of Human Services,
Harbor Department*

Staff report prepared by Salvador Barajas, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [Extension of Probationary Period-Carolina Ferr](#)

11. [23-300CS](#)

RECOMMENDATION FOR EXTENSION OF PROBATIONARY

PERIOD - Miyuki Azuma, Special Services Officer III

*Communication from Elsa Ramos, Personnel Administrator,
Police Department*

Staff report prepared by Maria Cano, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [Extension of Probationary Period-Miyuki Azum](#)

12. [23-301CS](#)

RECOMMENDATION FOR EXTENSION OF PROBATIONARY

PERIOD - Benjamin Landeros, Customer Service Representative III

*Communication from Diana Tang, Assistant General Manager,
Long Beach Utilities*

Staff report prepared by Levi Sinkler, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [Extension of Probationary Period-Benjamin Lar](#)

13. [23-302CS](#)

RECOMMENDATION FOR SELECTIVE CERTIFICATION -

Administrative Aide I-II

*Staff report prepared by Caprice McDonald, Employment Services
Officer*

Suggested Action: Approve recommendation.

Attachments: [Selective Certification-Admin Aide I-II-CS.pdf](#)

14. 23-303CS ELECTION OF COMMISSION VICE PRESIDENT

**15. 23-304CS DISCUSSION OF APPOINTMENT OF COMMISSIONER TO THE
RECRUITMENT AND SELECTION COMMITTEE**

16. STANDING COMMITTEES

Recruitment and Selection Committee

17. REPORTS FROM MANAGERS

- A. Recruitment and Outreach Services Division – Crystal Slaten
- B. Employment Services Division – Caprice McDonald

18. UNFINISHED BUSINESS

19. NEW BUSINESS

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

ADJOURNMENT

NO HEARING

I, Julia Smay, Executive Assistant, certify that the agenda was posted not less than 72 hours prior to the meeting.

Note: A digital recording of this meeting will be available in the City Clerk Department. The City of Long Beach provides reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If a special accommodation is desired, or if an agenda is needed in an alternative format, please call the City Clerk Department, 48 hours prior to the meeting at (562) 570-6101. The City Clerk Department email at cityclerk@longbeach.gov is available for correspondence purposes.

NOTE:

If oral language interpretation for non-English speaking persons is desired or if a special accommodation is desired pursuant to the Americans with Disabilities Act, please make your request by phone to the Office of the City Clerk at (562) 570-6101, 24 business hours prior to the Charter Commission meeting.

Kung nais ang interpretasyon ng sinasalitang wika para sa mga taong hindi nagsasalita ng Ingles o kung nais ang isang natatanging tulong ayon sa Americans with Disabilities Act, mangyaring isagawa ang iyong hiling sa pamamagitan ng telefono sa Opisina ng Clerk ng Lungsod sa (562) 570-6101, 24 oras ng negosyo bago ang pagpupulong ng Charter Commission.

Si desea interpretación oral en otro idioma para personas que no hablan inglés o si desea una adaptación especial en conformidad con la Ley de Estadounidenses con Discapacidades, haga su solicitud por teléfono a la Oficina de la Secretaría Municipal al (562) 570-6101, 24 horas hábiles antes de la reunión de la comisión de estatutos.

បើមានការចង់បានចូរមានការបកប្រែភាសាថ្មានមាត់ចូរអ្នកមិនចេះនិយាយអង់គ្លេស
ឬបើមានការចង់បានចូរមានដំណោះស្រាយពិសេសទេយើយាយនាមមាត្រាប្រាប់ស្តីពី
ជនពិការអាមេរិកាំង សូមមេត្តាដើម្បីសំណើអ្នកតាមទូរសព្ទដោយហេរោគវិយាល័យស្ថិតិ
ក្រុងតាមរយៈលេខ (562) 570-6101 (24 ម៉ោងដើម្បីការមុននឹងចាប់ដើមបើកកិច្ចប្រជុំ
គណកម្មការដម្លាចូល)

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.

បើមានការចែងចានចុះមានការបកប្រែកសារស្តីពីរបៀបនេះ និងកំណត់ហេតុចុះមុនក្នុងមិនចែងចាន និយាយអង់គេស សូមមេត្តាគ្មេះសំណើរបស់អ្នកតាមទូរសព្ទដោយហេតុការិយាល័យស្ថិតក្នុងការប្រើប្រាស់លេខ (562) 570-6101 (72 ម៉ោងដើម្បីការមុននិងចាប់ផ្តើមបើកគិតប្រជុំគណន៍អ្នកតាមទូរសព្ទ)។