

CITY OF LONG BEACH
CIVIL SERVICE COMMISSION
MINUTES

WEDNESDAY, SEPTEMBER 2, 2015
333 W. OCEAN BLVD., 7TH FLOOR
CIVIL SERVICE BOARD ROOM, 8:00 AM

Robin Perry, President
Rick McGilton-McGlamery, Vice President



Lawrence Keller, Commissioner
Charles Hicks Jr., Commissioner
Carolyn M. Smith Watts, Commissioner

Kandice Taylor-Sherwood,
Executive Director

FINISHED AGENDA & DRAFT MINUTES

ROLL CALL

Commissioners Charles Hicks, Lawrence Keller, Carolyn M. Smith Watts, Rick
Present: McGilton-McGlamery and Robin Perry

Kandice Taylor-Sherwood, Executive Director & Secretary
Crystal Slaten, Recruitment & Selection Officer
Caprice McDonald, Special Projects Officer
Marilyn Hall, Executive Assistant
Gary Anderson, Principal Deputy City Attorney
Lourdes Ferrer, Administrative Analyst
Debbie McCluster, Personnel Analyst
Donna de Araujo, Personnel Analyst
Sheree Valdoria, Personnel Analyst
Shellie Goings, Personnel Analyst
Stephanie Kemp, Personnel Analyst, Human Resources

FLAG SALUTE

1. 15-165CS **Recommendation to approve minutes:**
Regular Meeting of August 19, 2015

A motion was made by Hicks, seconded by Keller, to approve recommendation. The motion carried by the following vote:

Yes: 5 - Charles Hicks, Lawrence Keller, Carolyn M. Smith Watts,
Rick McGilton-McGlamery and Robin Perry

CONSENT CALENDAR (2-10):

Passed the Consent Calendar

A motion was made by Keller, seconded by Smith Watts, to approve Consent Calendar Items. The motion carried by the following vote:

Yes: 5 - Charles Hicks, Lawrence Keller, Carolyn M. Smith Watts,
Rick McGilton-McGlamery and Robin Perry

2. 15-166CS

Recommendation to approve examination results:

Buyer (Established 8/25/15) - 96 Applied, 8 Qualified

Housing Assistance Coordinator (Established 8/28/15) -

102 Applied, 6 Qualified

Safety Specialist (Established 8/25/15) - 52 Applied, 18 Qualified

*Senior Animal Control Officer (Established 8/28/15) - 12 Applied,
7 Qualified*

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

3. 15-167CS

Recommendation to receive and file bulletins:

Office Systems Analyst

Police Officer - Lateral

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

4. 15-168CS **Recommendation to receive and file retirements:**
Antonio Martinez/Firefighter/Fire (34 yrs., 1 mo.)
Nicholas Kozma/Senior Program Manager/Harbor
(15 yrs., 10 mos.)
Teresa Allen/Accounting Clerk III/Parks (24 yrs., 8 mos.)

On behalf of the Commission, the Secretary presented Antonio Martinez a Certificate of Appreciation for thirty-four years of service. A representative from his department was present and spoke on his behalf.

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

5. 15-169CS **Recommendation to receive and file disability retirement:**
Meredith Berrier/Special Services Officer III - Armed/Harbor
(11 yrs., 8 mos.)

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

6. 15-170CS **Recommendation to receive and file resignations:**
Susana Lewis/Library Clerk III/Library (9 yrs., 10 mos.)
Aaron Eaton/Police Sergeant/Police (15 yrs., 3 mos.)
Jeffrey Shurtleff/Police Officer/Police (10 yrs., 1 mo.)
Albert Sosa/Police Recruit/Police (3 mos., 16 days)
Sarah Price/Capital Projects Coordinator I/Public Works
(5 yrs., 1 mo.)

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

7. 15-171CS **Recommendation to approve transfer:**
Valerie Brown/Payroll/Personnel Assistant III/Police to Payroll
Specialist I/Financial Management

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

8. 15-172CS **Recommendation to approve downgrade (voluntary):**
*Marco Irons/Housing Specialist III/Health to Housing Specialist
II/Health*

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

9. 15-173CS **Recommendation to approve schedule for hearing:**
Suspension Appeal 08-S-1415, Suggested Date December 2, 2015

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

10. 15-174CS **Recommendation to receive and file withdrawal of appeal:**
Dismissal Appeal 07-D-1415

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

REGULAR AGENDA

11. 15-175CS **RECOMMENDATION TO APPROVE EXTENSION OF EXPIRING
ELIGIBLE LISTS (6 months)**

*Staff report prepared by Kandice Taylor-Sherwood, Executive
Director*

Airport Operations Specialist (**3 months**)
Building Services Supervisor (**3 months**)
Business Systems Specialist
Commercial Diver
Construction Supervisor (**3 months**)
Department Librarian
General Librarian
General Maintenance Assistant (**3 months**)
Maintenance Assistant
Marina Supervisor (**3 months**)
Public Safety Dispatcher
Public Safety Dispatcher - Lateral
School Guard (9/9/14 & 9/22/14)
Senior Civil Engineer
Senior Mechanical Engineer (10/1/14 & 3/23/15)

The Secretary briefed the Commission regarding this item.

**A motion was made by Hicks, seconded by Keller, to approve
recommendation. The motion carried by the following vote:**

Yes: 5 - Charles Hicks, Lawrence Keller, Carolyn M. Smith Watts,
Rick McGilton-McGlamery and Robin Perry

NEW BUSINESS

Commissioner Hicks requested staff, when looking at recruitment efforts for Fire and Police, in addition to considering how many retirements are projected based upon age, to also factor in the number of resignations to have a better understanding of how many people are needed.

MANAGERS' REPORT

Recruitment & Selection

Special Projects

Administration Support Services

Executive Director

Ms. Slaten introduced Sheree Valdoria and Shellie Goings, newly hired Personnel Analysts to the Commission. Ms. Valdoria comes from Los Angeles County Court and Ms. Goings comes from Bloomingdales.

Ms. McDonald informed the Commission that Keion Bryant will be making a video presentation, prepared by the summer interns who interviewed employees that provided insight into their position. This will give a prospective job applicant an opportunity to hear from actual employees as to what the position is really like. She stated for now it will be titled "Inside Look." She acknowledged Keion Bryant for the excellent job he did directing the interns.

The Secretary thanked Ms. McDonald for the excellent job she did managing the office during her move and having to be away from the office. She also informed the Commission that four new interns hired for Revamping Test Batteries, will be coming on board as soon as their paperwork is processed.

The Secretary informed the Commission that Councilmember Roberto Urganda inquired about our recruitment plans, and that she and Rob Pfingsthorn will be meeting with him this week.

COMMENTS FROM PUBLIC – The Civil Service Commission will hear from members of the public on matters within the Commission's jurisdiction.

ADJOURNMENT

NOTE:

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Kung ang nakasulat na pagsasalin-wika ng adyenda at mga katitikan ng Komisyon ay hinahangad para sa mga taong hindi nagsasalita ng Ingles mangyaring gawin ang iyong kahilingan sa pamamagitan ng telepono sa Kagawaran ng Klerk ng Lunsod sa (562) 570-6101, 72 pitong oras bago ang pulong ng Komisyon.

Si desea obtener la traducción lingüística escrita de la agenda y las actas de la Comisión para las personas que no hablan inglés, realice su pedido por teléfono al Departamento de la Secretaría Municipal al (562) 570-6101, 72 horas antes de la reunión de la Comisión.

បើលោកអ្នកមិនចេះនិយាយភាសាអង់គ្លេស ហើយត្រូវការរបៀបវារៈនៃកិច្ចប្រជុំគណៈកម្មាធិការ និងរបាយការណ៍នៃកិច្ចប្រជុំគណៈកម្មាធិការ ជាសំណៅប្រែសម្រួលលាយលក្ខណ៍អក្សរទៅជា ភាសារបស់លោកអ្នក នោះសូមស្នើសុំមកនាយកដ្ឋានសៀវភៅសាលាក្រុង តាមទូរស័ព្ទលេខ (562) 570-6101 អោយបាន 72 ម៉ោងមុនកិច្ចប្រជុំគណៈកម្មាធិការត្រូវប្រារព្ធធ្វើឡើង។

**CITY OF LONG BEACH
PLANNING COMMISSION
MINUTES**

**THURSDAY, SEPTEMBER 3, 2015
333 W. OCEAN BOULEVARD
COUNCIL CHAMBER, 4:00 PM**

Alan Fox, Chair
Mark Christoffels, Vice Chair



Donita Van Horik, Commissioner
Jane Templin, Commissioner
Andy Perez, Commissioner
Erick Verduzco-Vega, Commissioner

FINISHED AGENDA AND MINUTES

SPECIAL MEETING

CALL TO ORDER (4:04 PM)

At 4:04 p.m., Chair Fox called the meeting to order.

ROLL CALL (4:04 PM)

Also present: Amy Bodek, Director of Development Services; Linda Tatum, Planning Bureau Manager; Jeff Winklepleck, Current Planning Officer; Michael Mais, Assistant City Attorney; Mark Hungerford, Planner; Cuentin Jackson, Planner; Heidi Eidson, Bureau Secretary.

Commissioners Andy Perez, Donita Van Horik, Erick Verduzco-Vega, Jane
Present: Templin, Mark Christoffels and Alan Fox

FLAG SALUTE (4:05 PM)

Commissioner Perez led the flag salute.

MINUTES (4:05 PM)

15-048PL Recommendation to receive and file the Planning Commission minutes of August 20, 2015.

Commissioner Perez spoke.

Michael Mais, Assistant City Attorney, responded to a query from Commissioner Perez.

A motion was made by Commissioner Templin, seconded by Commissioner Van Horik, to approve the recommendation. The motion carried by the following vote:

Yes: 6 - Andy Perez, Donita Van Horik, Erick Verduzco-Vega, Jane Templin, Mark Christoffels and Alan Fox

DIRECTOR'S REPORT (4:06 PM)

Linda Tatum, Planning Bureau Manager, presented the Director's Report.

Linda Tatum responded to a query from Chair Fox.

SWEARING OF WITNESSES (4:09 PM)

Do you solemnly swear or affirm that the evidence you shall give in this Planning Commission Meeting shall be the truth, the whole truth, and nothing but the truth.

CONTINUED ITEM (4:10 PM)

1. 15-039PL Recommendation to approve a Conditional Use Permit (CUP) request to legalize an existing diesel truck yard located at 2340 W. 17th Street within the General Industrial (IG) district and accept Categorical Exemption 15-020. (District 1) (Application No. 1501-53)

Jeff Winklepleck, Current Planning Officer, introduced Mark Hungerford, Project Planner, who presented the staff report.

Commissioner Christoffels spoke.

Mark Hungerford responded to a query from Commissioner Christoffels.

Chair Fox spoke.

Michael Mais, Assistant City Attorney, responded to a query from Chair Fox.

Commissioner Verduzco-Vega spoke.

Mark Hungerford responded to a query from Commissioner Verduzco-Vega.

Doug Baker, applicant, spoke.

Commissioner Van Horik spoke.

Doug Baker responded to a query from Commissioner Van Horik.

Jeff Winklepleck responded to a query from Doug Baker.

A dialogue ensued between Commissioner Van Horik and Doug Baker.

Commissioner Van Horik spoke.

A motion was made by Commissioner Templin, seconded by Vice Chair Christoffels, to approve the recommendation with an amendment to add a condition requiring a timeline of site upgrades to be provided within 30 days of the issuance of the Notice of Final Action. The motion carried by the following vote:

Yes: 6 - Andy Perez, Donita Van Horik, Erick Verduzco-Vega, Jane Templin, Mark Christoffels and Alan Fox

REGULAR AGENDA (4:20 PM)

2. 15-047PL Recommendation to approve a Conditional Use Permit (CUP) request to allow the operation of a tattoo shop located at 256 Elm Avenue in the Downtown Planned Development District (PD-30) and accept Categorical Exemption 15-116. (District 2) (Application No. 1506-12)

Jeff Winklepleck, Current Planning Officer, introduced Cuentin Jackson, Project Planner, who presented the staff report.

Commissioner Templin spoke.

Cuentin Jackson responded to a query from Commissioner Templin.

Commissioner Verduzco-Vega spoke.

Michael Mais, Assistant City Attorney, responded to a query from Commissioner Verduzco-Vega.

Commissioner Verduzco-Vega spoke.

Salvador Sanchez, applicant, spoke.

Commissioner Perez spoke.

Salvador Sanchez responded to a query from Commissioner Perez.

Commissioner Templin spoke.

Salvador Sanchez responded to a query from Commissioner Templin.

Chair Fox swore in a member of the public wishing to speak.

Angel Haynes provided public comment.

Commissioner Van Horik spoke.

Commissioner Verduzco-Vega spoke.

Commissioners Perez and Templin accepted the friendly amendment made by Commissioner Verduzco-Vega.

A motion was made by Commissioner Perez, seconded by Commissioner Templin, to approve the recommendation with an amendment to include a condition prohibiting the consumption of alcohol on the premises. The motion carried by the following vote:

Yes: 5 - Andy Perez, Erick Verduzco-Vega, Jane Templin, Mark Christoffels and Alan Fox

No: 1 - Donita Van Horik

PUBLIC PARTICIPATION (4:35 PM)

There was no public comment.

COMMENTS FROM THE PLANNING COMMISSION (4:35 PM)

Linda Tatum, Planning Bureau Manager, spoke.

Linda Tatum responded to a query from Chair Fox.

Linda Tatum spoke.

Commissioner Templin spoke.

Commissioner Van Horik spoke.

Amy Bodek, Director of Development Services, responded to a query from Commissioner Van Horik.

Commissioner Verduzco-Vega spoke.

Linda Tatum responded to a query from Commissioner Verduzco-Vega.

Amy Bodek spoke.

Chair Fox spoke.

Michael Mais, Assistant City Attorney, spoke.

Amy Bodek spoke.

Chair Fox spoke.

Michael Mais spoke.

Chair Fox spoke.

Michael Mais responded to comments made by Chair Fox.

Commissioner Templin spoke.

Michael Mais responded to a query from Commissioner Templin.

Amy Bodek spoke.

ADJOURNMENT (4:47 PM)

At 4:47 p.m., Chair Fox adjourned the meeting.

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