

**LONG BEACH CIVIL SERVICE COMMISSION
CAROLYN SMITH WATTS, PRESIDENT
OCTOBER 17, 2012**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, October 17, 2012, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

MEMBERS PRESENT: Carolyn Smith Watts, Charles Hicks Jr., Jeanne Karatsu, Jonathan Gotz, Larry Keller

MEMBER EXCUSED:

OTHERS PRESENT: Mario R. Beas, Executive Director & Secretary
Melinda George, Deputy Director
Marilyn Hall, Executive Assistant
Christina Checel, Senior Deputy City Attorney
Salvador Ambriz, Personnel Analyst
Debbie McCluster, Personnel Analyst
Caprice McDonald, Personnel Analyst
Lourdes Ferrer, Personnel Analyst
Donna de Araujo, Assistant Administrative Analyst
Ken Walker, Personnel Operations Manager, Human Resources

President Carolyn Smith Watts presided.

MINUTES: It was moved by Commissioner Hicks, seconded by Commissioner Keller and carried that the minutes of the regular meeting of October 3, 2012, be approved as prepared. The motion carried by a unanimous roll call vote.

It was moved by Commissioner Karatsu, seconded by Commissioner Gotz and carried that the Dismissal Appeal hearing minutes of October 10, 2012, be approved as prepared. The motion carried by a unanimous roll call vote.

CONSENT CALENDAR (2-5): It was moved by Commissioner Gotz, seconded by Commissioner Keller and carried that the Consent Calendar items be approved. The motion carried by a unanimous roll call vote.

EXAMINATION RESULTS: Request to approve examination results.

Registered Nurse – Occupational Health (10/3/12)
Senior Records Clerk

The motion was made to approve request on Consent Calendar.

RETIREMENTS:

Request to receive and file retirements.

Michael McNerney/Business Systems Specialist
V/Technology Services (27 yrs., 26 days)
Frederick Wagner/Business Systems Specialist
III/Technology Services (13 yrs., 4 mos.)
Curtis Blackburn/Police Services Specialist II/Police
(37 yrs., 4 mos.)
Sarah Estes/Police Services Specialist II/Police
(22 yrs., 2 mos.)
William Money/Special Services Officer IV-Armed/Police
(31 yrs., 8 mos.)
Michael Whitcomb/Police Officer/Police (20 yrs., 6 mos.)
John Williams/Police Officer/Police (27 yrs., 16 days)

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

DISABILITY RETIREMENT:

Request to receive and file disability retirement.

Dana Smith/Police Officer/Police (21 yrs., 2 mos.)

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

RESIGNATIONS:

Request to receive and file resignations.

Kameil Moore/Public Safety Dispatcher II/Police
(7 yrs., 7 mos.)
Yvonne Lucas/Buyer I/Financial Management
(4 yrs., 8 mos.)

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

REQUEST TO TRANSFER FROM UNCLASSIFIED TO CLASSIFIED:

**EUGENE FONG, TREASURY OPERATIONS OFFICER
FINANCIAL MANAGEMENT TO ADMINISTRATIVE
ANALYST, TECHNOLOGY SERVICES**

The Secretary presented a communication from Curtis Tani, Director of Technology Services, requesting Commission authorization to return Eugene Fong, from unclassified Treasury Operations Officer, Financial Management and

transfer to his former classification of classified Administrative Analyst, Technology Services. After discussion, it was moved by Commissioner Gotz seconded by Commissioner Karatsu and carried that the request be approved, pursuant to Sections 69 and 64 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**REQUEST TO EXTEND:
PROVISIONAL APPOINTMENT:**

MARIE BARNIDGE MCINTYRE, PARK NATURALIST

The Secretary presented a staff report prepared by Deborah McCluster, Personnel Analyst, requesting Commission authorization to extend the provisional appointment of Marie Barnidge McIntyre, Park Naturalist, for 60 days, to allow staff sufficient time to conduct the examination for Park Naturalist. After discussion, it was moved by Commissioner Karatsu, seconded by Commissioner Gotz and carried that the request be granted in accordance with Section 49 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**REQUEST TO EXTEND
PROBATION:**

**ERIC J. AVILA AND JIMMY A. OPORTA/HOUSING
SPECIALISTS**

The Secretary presented a communication from Ronald R. Arias, Director of Health and Human Services, requesting Commission approval to extend the probationary period of Eric J. Avila and Jimmy A. Oporta, Housing Specialists for 90 days. After discussion, it was moved by Commissioner Gotz, seconded by Commissioner Hicks and carried that the request to extend probation be approved in accordance with Section 41(2) of the Civil Service Rules and Regulations and Section 1.01 of the Civil Service Commission Policies and Procedures. The motion carried by a unanimous roll call vote.

**REQUEST TO FILE
LATE APPLICATION:**

The Secretary presented a communication from David Dougherty, requesting Commission approval to file a late application for the Police Recruit examination. In addition, the Secretary presented a staff report prepared by Donna de Araujo, Assistant Administrative Analyst. Mr. Dougherty was present and addressed the Commission. After discussion, it was moved by Commissioner Hicks seconded by Commissioner Gotz and carried that the request to file late application for Police Recruit be approved. The motion carried by a unanimous roll call vote:

**REQUEST TO RECONSIDER
ORDER OF LAYOFF:**

The Secretary presented a communication from Deborah Mills, Director of Human Resources, requesting the Commission to reconsider its determination of the Order of Layoff as it related to the reversion of a Gas Field Service Representative, to Customer Service Representative, Selective Certification. The Secretary addressed the Commission regarding this request. Ken Walker, on behalf of Deborah Mills, requested the Commission reconsider the Order of Layoff approved on October 10, 2012 for Gas Field Service Representative (GFSR). An impacted employee, Scotty Smith, a probationary GFSR, has previous status as a selectively certified (Spanish speaking skills) Customer Service Representative (CSR). Mr. Walker stated that Mr. Smith should go back to the general classification of CSR rather than to a selectively certified CSR position as specified on the Order of Layoff. Christina Checel, Senior Deputy City Attorney and Commission Advisor, stated that there is no Civil Service Rules and Regulations that specifically addresses an employee appointed through Commission approved selective certification, promoted to another classification and subsequently laid off and returned to his/her previous classification in which he or she was selectively certified. Therefore, the Commission has the discretion to return Mr. Smith to a selectively certified position or to the general CSR classification. Craig Beck, Manager, Business Operations Bureau, Long Beach Gas and Oil, answered Commission Questions. After discussion, it was moved by Commissioner Hicks, seconded by Commissioner Gotz and carried to approve the request for reconsideration and directed that Mr. Smith be returned to the general Customer Service Representative classification for the purposes of calculating the Order of Layoff. The motion carried by a unanimous roll call vote.

REQUEST TO FILE LATE APPEAL: The Secretary presented a communication from Ms. Crooks, requesting that she be allowed to file a late appeal in the matter of her step reduction. Janet Wright, Business Representative, IAM and Ms. Crooks addressed the Commission regarding this matter. After discussion, it was moved by Commissioner Keller, seconded by Commission Karatsu and carried to allow Ms. Crooks to file a late appeal. The motion failed by the following roll call vote:

AYE: Larry Keller
Jeanne Karatsu

NAY: Charles Hicks Jr.
Jonathan Gotz
Carolyn Smith Watts

NEW BUSINESS:

Commissioner Hicks stated that City departments are our customers and we are here to meet the needs of our customers within the scope of the confines of Civil Service Rules and Regulations. He stated that City employees are our number one priority and that we should make every effort to ensure they are taken care of and securing their positions. However, when the budget calls for laying people off, we should make sure that we are doing what is right for them as fast and efficient as possible.

President Smith Watts requested that the Director schedule a meeting with Human Resources to discuss and prioritize revisions to Civil Rules and Regulations and report back to the Commission by the end of this calendar year. Commissioner Hicks stated that it would be important to have a Commissioner be a part of any discussion that occurs between Civil Service and Human Resources as it relates to identifying which rules need to be considered.

President Smith Watts suggested that a member of the Commission, who is available, should attend the meetings when they are scheduled.

MANAGERS' REPORT:

Melinda George, Deputy Director, provided the Commission an update on the Police Recruit examination, and informed them that staff would be conducting the second Police Recruit examination Thursday, October 18, 2012, at the Convention Center.

ADJOURNMENT:

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



MARIO R. BEAS
Secretary

MRB:meh

Becky Blair, Chair
Alan Fox, Vice Chair



Molly Campbell, Commissioner
Mark Christoffels, Commissioner
Phil Saumur, Commissioner
Melani Smith, Commissioner
Donita Van Horik, Commissioner

FINISHED AGENDA AND MINUTES

CALL TO ORDER (5:05 PM)

see media

At 5:05 p.m., Vice Chair Fox called the meeting to order.

ROLL CALL (5:05 PM)

see media

Commissioners Alan L. Fox, Phillip Joseph Saumur, Donita Van Horik, Mark
Present: Christoffels and Molly Campbell

Commissioners Melani Smith and Becky Blair

Absent:

Also present: Robert Zur Schmiede, Deputy Director of Development; Jill Griffiths, Planning Officer; Michael Mais, Assistant City Attorney; Jorge Ramirez, Planner; Heidi Eidson, Bureau Secretary.

FLAG SALUTE (5:05 PM)

Commissioner Van Horik led the flag salute.

MINUTES (5:06 PM)

see media

see media

12-071PL

Recommendation to receive and file the Planning Commission minutes of October 4, 2012.

Commissioner Campbell spoke.

A dialogue ensued between the Commission and staff.

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

Yes: 5 - Alan L. Fox, Phillip Joseph Saumur, Donita Van Horik, Mark Christoffels and Molly Campbell

Absent: 2 - Melani Smith and Becky Blair

DIRECTOR'S REPORT (5:12 PM)

see media

There was no Director's Report given.

SWEARING OF WITNESSES (5:12 PM)

see media

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

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.

REGULAR AGENDA (5:13 PM)

see media

see media

1. 12-072PL Recommendation to approve a Conditional Use Permit (CUP) request to establish and operate a pawn shop in an existing commercial building located at 5155 Long Beach Boulevard within the Community Automobile-Oriented (CCA) zone. (District 8) (Application No. 1205-07)

Jill Griffiths, Planning Officer, introduced Jorge Ramirez, Project Planner, who presented the staff report.

A dialogue ensued between Commissioner Campbell and Jill Griffiths.

Michael Mais, Assistant City Attorney, spoke.

Jorge Ramirez responded to a query from Commissioner Christoffels.

Robert Zur Schmiede, Deputy Director, responded to queries from Commissioner Christoffels.

Jorge Ramirez responded to a query from Commissioner Christoffels.

Michael Mais responded to a query from Commissioner Saumur.

A dialogue ensued between Commissioner Saumur and Jill Griffiths.

Robert Zur Schmiede responded to a query from Commissioner Saumur.

Vice Chair Fox spoke.

Michael Mais responded to a comment made by Vice Chair Fox.

Jill Griffiths spoke.

Jill Griffiths responded to a query from Vice Chair Fox.

Michael Mais responded to a query from Commissioner Van Horik.

Mike Murchison, representing the applicant, spoke.

A dialogue ensued between Commissioner Saumur, Mike Murchison, Jill Griffiths and Robert Zur Schmiede.

Mike Murchison spoke.

Commissioner Van Horik spoke.

Commissioner Saumur spoke.

Vice Chair Fox spoke.

A dialogue ensued between Vice Chair Fox and Commissioner Saumur.

A dialogue ensued between Vice Chair Fox, Jill Griffiths and Mike Murchison.

A motion was made by Commissioner Campbell, seconded by Commissioner Van Horik, to approve the recommendation with an amendment to change the wording in Condition No. 19 from "discouraged" to "prohibited" and to delete Condition No. 20. The motion carried by the following vote:

Yes: 5 - Alan L. Fox, Phillip Joseph Saumur, Donita Van Horik, Mark Christoffels and Molly Campbell

Absent: 2 - Melani Smith and Becky Blair

PUBLIC PARTICIPATION (5:40 PM)

see media

There were no comments from the public.

COMMENTS FROM THE PLANNING COMMISSION (5:40 PM)

see media

Commissioner Van Horik spoke.

Robert Zur Schmiede, Deputy Director of Development, spoke.

Commissioner Campbell spoke.

Jill Griffiths, Planning Officer, spoke.

Vice Chair Fox spoke.

ADJOURNMENT (5:41 PM)

see media

At 5:41 p.m., Vice Chair Fox, adjourned the meeting.

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