

**LONG BEACH CIVIL SERVICE COMMISSION  
CAROLYN SMITH WATTS, PRESIDENT  
DECEMBER 5, 2012**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, December 5, 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  
Marilyn Hall, Executive Assistant  
Salvador Ambriz, Personnel Analyst  
Debbie McCluster, Personnel Analyst  
Caprice McDonald, Personnel Analyst  
Robert Pfingsthorn, Personnel Analyst  
Lourdes Ferrer, Personnel Analyst  
Donna de Araujo, Assistant Administrative Analyst  
Tara McLean, Human Resources Officer, 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 November 7, 2012, be approved as prepared. The motion carried by a unanimous roll call vote. Commissioner Karatsu abstained from voting as she was not present.

It was moved by Commissioner Keller, seconded by Commissioner Hicks and carried that the minutes of the special meeting of November 14, 2012, be approved as prepared. The motion carried by a unanimous roll call vote. Commissioners Karatsu and Gotz abstained from voting as they were not present.

**CONSENT CALENDAR (2-7)** It was moved by Commissioner Hicks, seconded by Commissioner Gotz 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.

Emergency Medical Educator – 3 Applied, 3 Qualified  
Park Naturalist – 51 Applied, 12 Qualified  
Police Recruit – 2720 Applied, 428 Qualified  
Public Health Nutritionist (Amended from 11/7/12 on  
11/28/12) – 35 Applied, 15 Qualified  
Public Health Nutritionist – 10 Applied, 3 Qualified  
Public Safety Dispatcher – 913 Applied, 195 Qualified  
Registered Nurse – Occupational Health – 11 Applied,  
3 Qualified

**The motion was made to approve request on Consent Calendar.**

**RETIREMENTS:**

Request to receive and file retirements.

Sophia Sou/Clerk Typist II/Health  
Dean Derheim/Combination Building Inspector/Development  
Services  
Sandra Adams/Customer Service Representative III/Long  
Beach Gas & Oil  
Teresa Nikoletich/Public Health Nurse Supervisor/Health  
Carolyn Post/Housing Specialist II/Health  
Warner Harris/Police Officer/Police  
Shelley Hellen/Community Services Supervisor/Parks,  
Recreation & Marine

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

**DISABILITY RETIREMENT:**

Request to receive and file disability retirement.

David Bachman/Engineering Technician II/Long Beach Gas  
& Oil

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

**TRANSFER:**

Request to approve transfer.

Benjamin Paramo/Accountant li Airport to Accountant  
I/Police

**The motion was made to approve transfer on Consent Calendar.**

**DOWNGRADE (Voluntary):**

Request to approve voluntary downgrade.

Benjamin Paramo/ Accountant II/Airport to Accountant I/Police

**The motion was made to approve on Consent Calendar.**

**WITHDRAWAL OF APPEALS:**

Request to approve withdrawal of appeals.

Dismissal Appeal 16-D-1112

Dismissal Appeal 15-D-1112

Reduction/Suspension Appeal 10-R/S-1112

**The motion was made to approve on Consent Calendar.**

**REQUEST FOR PERMANENT  
ASSIGNMENT AND TRANSFER  
IN LIEU OF LAYOFF:**

The Secretary presented a request from Kenneth A. Walker, Manager, Personnel Operations, requesting Commission approval to permanent assign and transfer Jose Vasquez, Police Services Specialist, Police to Neighborhood Services Specialist, Development Services to avoid layoff. In addition, the Secretary presented a staff report prepared by him. After discussion, it was moved by Commissioner Gotz, seconded by Commissioner Keller and carried to approve the permanent assignment and transfer in accordance with Sections 67(5) and 64 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**REQUEST FOR OUT-OF-ORDER  
LAYOFF:**

**JANE LEFORCE/CLERK TYPIST/POLICE**

The Secretary presented a request from Jane LeForce, Clerk Typist, requesting an out-of-order layoff from her position as a Clerk Typist in the Police Department. After discussion, it was moved by Commissioner Gotz, seconded by Commissioner Karatsu and carried to approve the out-of-order layoff in accordance with Section 100 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**REQUEST FOR ORDER OF  
LAYOFF:**

The Secretary presented a request to revise the Order of Layoff approved on October 3, 2012, to the Commission for the Planner classification. In addition, the Secretary presented a staff report prepared by him. After discussion, it was moved by Commissioner Gotz, seconded by Commissioner Karatsu and carried to approve the revision

to the Order of Layoff as prepared and to forward it to the City Manager. The motion carried by a unanimous roll call vote.

**EXTENSION OF EXPIRING  
ELIGIBLE LISTS:**

The Secretary presented a staff report, prepared by him, requesting Commission approval of the following eligible list for six months. After discussion, it was moved by Commissioner Hicks, seconded by Commissioner Keller and carried that the following eligible lists be extended for six months, with the exception of Senior Electrical Inspector, to be extended for one month. The motion carried by a unanimous roll call vote.

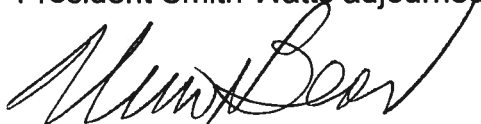
Cement Finisher  
Deputy Fire Marshal  
Electrical Engineer (6/8/11, 6/15/11 & 6/29/11)  
Electrician  
Environmental Specialist Assistant  
Fingerprint Classifier  
Plan Checker – Plumbing  
Senior Electrical Inspector (1 month)  
Special Services Officer

**MANAGERS' REPORT:**

The Secretary acknowledged Donna deAraujo, Assistant Administrative Analyst, for the work she did on the Police Recruit examination and Lourdes Ferrer, Personnel Analyst, for the Public Safety Dispatcher examination. He also thanked Caprice McDonald, Personnel Analyst for supporting both analysts on these examinations.

**ADJOURNMENT:**

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



MARIO R. BEAS  
Secretary

MRB:meh