

CITY OF LONG BEACH
CIVIL SERVICE COMMISSION
MINUTES

WEDNESDAY, JANUARY 6, 2016
333 W. OCEAN BOULEVARD
COUNCIL CHAMBER, 8:00 AM

Robin Perry, President
Rick McGilton-McGlamery, Vice President



Phyllis Arias, Commissioner
Charles Hicks Jr., Commissioner
Carolyn M. Smith Watts, Commissioner

Kandice Taylor-Sherwood,
Executive Director

FINISHED AGENDA & DRAFT MINUTES

FLAG SALUTE

ROLL CALL

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

- Caprice McDonald, Special Projects Officer, Acting Secretary
- Crystal Slaten, Recruitment & Selection Officer
- Robert Pfingsthorn, Administrative Officer
- Marilyn Hall, Executive Assistant
- Gary Anderson, Principal Deputy City Attorney
- Lourdes Ferrer, Administrative Analyst
- Donna de Araujo, Personnel Analyst
- Sheree Valdoria, Personnel Analyst
- Shellie Goings, Personnel Analyst
- Cynthia Stafford, Deputy Director, Human Resources
- Stacey Lewis, Assistant Director of Human Resources, Harbor

RECEIVED

1. 16-001CS

Recommendation to approve minutes:

Regular Meeting of December 16, 2015

*Suspension Hearing 26-S-1314 Minutes of November 11 & 18,
2015 & December 9, 2015*

A motion was made by Hicks, seconded by Vice President McGilton-McGlamery, to approve recommendation. The motion carried by the following vote:

Yes: 4 - Charles Hicks, Carolyn M. Smith Watts, Rick McGilton-McGlamery and Phyllis Arias

Abstain: 1 - Robin Perry

A motion was made by Vice President McGilton-McGlamery, seconded by Smith Watts, to approve recommendation. Commissioner Arias abstained as she was not present at the penalty phase of the hearing. The motion carried by the following vote:

Yes: 4 - Charles Hicks, Carolyn M. Smith Watts, Rick McGilton-McGlamery and Robin Perry

Abstain: 1 - Phyllis Arias

CONSENT CALENDAR (2-6):

Passed the Consent Calendar

A motion was made by Vice President McGilton-McGlamery, seconded by Hicks, to approve Consent Calendar Items. The motion carried by the following vote:

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

2. 16-002CS

Recommendation to approve examination results:

Airport Operations Specialist (Established 12/29/15) - 58 Applied, 10 Qualified
Chief Construction Inspector (Established 12/17/15) - 18 Applied, 8 Qualified
Community Information Specialist (Established 12/14/15) - 88 Applied, 17 Qualified
Electrician (Established 12/29/15) - 58 Applied, 25 Qualified
Hazardous Materials Specialist (Established 12/21/15) - 58 Applied, 32 Qualified
Library Clerk (Established 12/29/15) - 289 Applied, 95 Qualified
Public Health Nutritionist (Established 12/14/15) - 117 Applied, 30 Qualified
Public Safety Dispatcher - Lateral (Established 12/16/15) 2 Applied, 2 Qualified
Refuse Operator (Established 12/17/15) - 74 Applied, 22 Qualified
Special Services Officer (Established 12/10/15) (Amended) - 295 Applied, 27 Qualified
Supervisor - Facilities Maintenance (Established 12/17/15) - 32 Applied, 18 Qualified
Surveyor (Established 12/29/15) - 34 Applied, 9 Qualified

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

3. 16-003CS

Recommendation to receive and file bulletin:

Senior Equipment Operator - Crane

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

4. 16-004CS

Recommendation to receive and file retirements:

Jeffrey Hood/Garage Supervisor II/Harbor (24 yrs., 11 mos.)
*Cheryl Lowder/Gas Field Service Representative III/Long Beach
Gas & Oil (31 yrs., 6 mos.)*
*Mario Padin/Gas Field Service Representative II/Long Beach Gas
& Oil (9 yrs., 2 mos.)*
Richard Bell/Police Sergeant/Police (22 yrs., 10 mos.)
Jane Hood/Public Safety Dispatcher II/Police (32 yrs., 8 mos.)
Donald Radcliff/Police Officer/Police (25 yrs., 7 mos.)
*Laura Sansenbach/Communications Center Coordinator/Police
(29 yrs., 8 mos.)*
*Michael Bulrice/Water Treatment Operator II/Water
(34 yrs., 3 mos.)*

On behalf of the Commission, the Secretary presented Certificates of Appreciation to Cheryl Lowder (31 years) Long Beach Gas & Oil, and Michael Bulrice (34 years) Water, in recognition of their dedicated service to the City and citizens of Long Beach. Representatives from their respective departments were present and spoke on their behalf.

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

5. 16-005CS

Recommendation to receive and file resignations:

*Michael A. Vasquez/Maintenance Assistant I/Airport
(1 mo., 24 days)*
*Danica R. Jankowski/Public Safety Dispatcher I/Fire
(11 mos., 16 days)*
Dillion Stamm/Firefighter/Fire (4 yrs., 11 mos.)
Katie Garcia/Public Safety Dispatcher I/Police (2 mos., 25 days)
Nicholas Hause/Recreation Assistant/Parks (13 yrs., 10 mos.)

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

6. 16-006CS

Recommendation to approve Schedule Hearing:

Dismissal Appeal 05-D-1314, Suggested Date March 2, 2016

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

REGULAR AGENDA

7. 16-007CS **REQUEST TO FILE LATE APPEAL**
Communication from Gary Estrada

The Secretary briefed the Commission regarding this request.

Mr. Estrada was present and addressed the Commission, stating that he filed the appeal regarding his dismissal, with the Los Angeles Civil Service Commission. After which, he was informed by that agency that this was not the correct agency to file the appeal. He then contacted the City of Long Beach Civil Service Department to file his appeal.

Gary Anderson, Principal Deputy City Attorney and Commission Advisor, stated that Mr. Estrada's appeal was not filed timely, and that according to Section 76 of the Civil Service Rules and Regulations, the Commission may for good cause, grant an additional five days for an employee to appeal.

Commissioner Arias questioned the clarity of the letter as it relates to deadline to file the appeal and address of where to file. She stated the this should be incorporated into the appeal letter for clarity.

Commissioner McGilton-McGlamery suggested for clarity, that departments need to include the address of where to file the appeal in the letter of charges.

Cynthia Stafford, Deputy Director, Human Resources, addressed the Commission. She informed the Commission that the City Manager is requesting that the Commission deny Mr. Estrada's appeal. She also stated that they will include the address to file the appeal in the letter of charges to the employee.

A motion was made by Vice President McGilton-McGlamery, seconded by Hicks, to approve recommendation to deny request.

The motion carried by the following vote:

Yes: 3 - Charles Hicks, Carolyn M. Smith Watts and Rick McGilton-McGlamery

No: 2 - Robin Perry and Phyllis Arias

8. 16-008CS **RECOMMENDATION TO APPROVE EXTENSION OF EXPIRING**

ELIGIBLE LISTS (6 months):

Staff report prepared by Kandice Taylor-Sherwood, Executive Director

Airport Operations Assistant
Animal Control Officer
Business Systems Specialist (7/9/14; 1/21/15) **(3 months)**
Capital Projects Coordinator
Civil Engineer (1/21/15; 10/17/14)
Civil Engineering Associate **(3 months)**
Community Services Supervisor
Construction Inspector **(1 month, retroactively to 12/20/15)**
Criminalist
Customer Service Representative **(3 months)**
Electrical Supervisor
Equipment Operator
Office Automation Analyst
Parking Meter Technician
Police Recruit -NTN **(2 months)**
Police Recruit - Post Waiver **(2 months)**

The Secretary briefed the Commission regarding this request, stating there were some amendments to the expiring eligible lists...

Scott Schroyer, Gas Maintenance Supervisor, Long Beach Gas & Oil, addressed the Commission regarding the extension of the the expiring Construction Inspector eligible list. He informed the Commission that he is currently in Band "A" of this list, and is requesting the Commission extend the list for six months. He stated that this would allow other candidates on the list to have an opportunity to be considered for openings without having to conduct another examination.

Mr. Pflingsthorn informed the Commission that the eligible list for Construction Inspector was due to expire in November 2015. He stated that after polling the user departments, they requested that it expire. However, he stated that the Harbor Department made a request to Civil Service to have the list extended retroactively for one month.

Commissioner Arias questioned the reason for the one month extension.

Stacey Lewis, Assistant Director of Human Resources, Harbor, addressed the Commission, stating that the Harbor Department has a vacant position

and would like to utilize the list. However, they needed time to process the requisition.

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

Yes: 4 - Carolyn M. Smith Watts, Rick McGilton-McGlamery, Robin Perry and Phyllis Arias

No: 1 - Charles Hicks

NEW BUSINESS

MANAGERS' REPORT

Recruitment & Selection

Special Projects

Administration Support Services

Executive Director

Ms. Slaten informed the Commission that the director is meeting with the Fire Department and Ergometrics to be the primary subject matter experts for the Fire Recruit examination. The Recruitment and Selection team is partnering with Long Beach Unified School District's Youth and Employment Network, who will be conducting an interview boot camp at the Sycamore Plaza, in Lakewood, with some Civil Service staff in attendance.

Ms. Slaten also informed the Commission that Deborah McCluster, Personnel Analyst, is conducting the Parking Control Checker examination, today thru Friday at the Long Beach Gas & Oil Department. She stated that of the 631 candidates that applied, 461 were invited to participate in the examination. She also stated that Police Recruit is currently opened and 454 applications have been received, with 43 applicants already taken the test.

Ms. McDonald informed that she is wrapping up the training of staff for Montage, which is going to be a great testing tool.

Mr. Pfungsthorh informed the Commission that Civil Service received a communication from Financial Management, regarding a mid-year target cut for Fiscal Year 2016. He stated that they are proposing a target cut for Civil Service at just a little over \$11,000. He stated that Financial Management indicated that the cuts are voluntary for non City Manager departments, and that staff is currently reviewing the impact these cuts would have on Civil Service's ability to provide service as we have multiple recruitment scheduled for this fiscal year. He informed the Commission that should Civil Service participate in the cuts, they will be incorporated into its first quarter projections, which is due to Financial Management at the end of the month.

President Perry requested staff provide the Commission with a detailed report on the impact on departments and recruitment if Civil Service participates in the budget cuts.

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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**CITY OF LONG BEACH
PLANNING COMMISSION
MINUTES**

**THURSDAY, DECEMBER 17, 2015
333 W. OCEAN BOULEVARD
COUNCIL CHAMBER, 5:00 PM**

Mark Christoffels, Chair
Donita Van Horik, Vice Chair
Ron Cruz, Commissioner



Alan Fox, Commissioner
Andy Perez, Commissioner
Jane Templin, Commissioner
Erick Verduzco-Vega, Commissioner

FINISHED AGENDA AND MINUTES

CALL TO ORDER (5:08 PM)

At 5:08 p.m., Chair Christoffels called the meeting to order.

ROLL CALL (5:08 PM)

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

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

Commissioners Ron Cruz

Absent:

FLAG SALUTE (5:09 PM)

Commissioner Fox led the flag salute.

MINUTES (5:09 PM)

15-074PL Recommendation to receive and file the Planning Commission minutes of November 19, 2015.

Commissioner Van Horik spoke.

A motion was made by Commissioner Templin, seconded by Commissioner Verduzco-Vega, to approve the recommendation. The motion carried by the following vote:

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

Absent: 1 - Ron Cruz

15-075PL

Recommendation to receive and file the Planning Commission minutes of December 3, 2015.

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

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

Absent: 1 - Ron Cruz

DIRECTOR'S REPORT (5:12 PM)

Amy Bodek, Director of Development Services, presented the Director's Report.

SWEARING OF WITNESSES (5:13 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.

REGULAR AGENDA (5:13 PM)

1. 15-076PL Recommendation to approve a Site Plan Review and Standards Variance to construct a five-story, 241-room hotel with a total of 221 parking spaces, instead of not less than 241 spaces, located at the southwest corner of Lakewood Boulevard and Cover Street in the Douglas Park South Planned Development District (PD-32). (District 5) (Application No. 1509-18)

Linda Tatum, Planning Bureau Manager, introduced Cuentin Jackson, Project Planner, who presented the staff report.

Commissioner Fox spoke.

Cuentin Jackson responded to queries from Commissioner Fox.

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

Commissioner Van Horik spoke.

A dialogue ensued between Commissioner Van Horik and Amy Bodek.

Commissioner Verduzco-Vega spoke.

Amy Bodek responded to a query from Commissioner Verduzco-Vega.

Rob Eres, Nexus Development, applicant, spoke.

Commissioner Templin spoke.

Rob Eres responded to queries from Commissioner Templin.

Amy Bodek spoke.

Rob Eres responded to a query from Commissioner Templin.

Kevin Case provided public comment.

Candace Maurer, representing Habit Burger Grill, provided public comment.

Amy Bodek responded to a query from Candace Maurer.

Amy Bodek spoke.

Amy Bodek responded to a query from Chair Christoffels.

Commissioner Templin spoke.

Amy Bodek responded to a query from Commissioner Templin.

Commissioner Verduzco-Vega spoke.

Amy Bodek responded to a query from Commissioner Verduzco-Vega.

Chair Christoffels spoke.

A dialogue ensued between Chair Christoffels and Linda Tatum.

Rob Eres responded to a query from Chair Christoffels.

Chair Christoffels spoke.

Linda Tatum responded to a query from Chair Christoffels.

Commissioner Fox spoke.

Amy Bodek responded to a query from Commissioner Fox.

Commissioner Van Horik spoke.

A dialogue ensued between Commissioner Van Horik and Amy Bodek.

Chair Christoffels spoke.

A motion was made by Commissioner Templin, seconded by Commissioner Perez, to approve the recommendation with amendments to add conditions requiring that the applicant submit a parking management plan, including the use of a valet service, to the satisfaction of the Director of Development Services prior to the issuance of a building permit and that the applicant work with the Public Works Department on the restriping and signage of Cover Street to allow ingress and egress to the project. The motion carried by the following vote:

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

Absent: 1 - Ron Cruz

PUBLIC PARTICIPATION (5:44 PM)

There were no additional comments from the public.

COMMENTS FROM THE PLANNING COMMISSION (5:44 PM)

Commissioner Templin spoke.

Amy Bodek, Director of Development Services, spoke.

Commissioner Van Horik spoke.

Amy Bodek responded to a query from Commissioner Van Horik.

ADJOURNMENT (5:47 PM)

At 5:47 p.m., Chair Christoffels adjourned the meeting.

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Mark Christoffels, Chair
Donita Van Horik, Vice Chair
Ron Cruz, Commissioner



Alan Fox, Commissioner
Andy Perez, Commissioner
Jane Templin, Commissioner
Erick Verduzco-Vega, Commissioner

FINISHED AGENDA AND MINUTES

CALL TO ORDER (5:01 PM)

At 5:01 p.m., Chair Christoffels called the meeting to order.

ROLL CALL (5:01 PM)

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

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

Commissioners Andy Perez

Absent:

FLAG SALUTE (5:01 PM)

Commissioner Templin led the flag salute.

MINUTES (5:02 PM)

16-001PL Recommendation to receive and file the Planning Commission minutes of December 17, 2015.

Chair Christoffels spoke.

Linda Tatum, Planning Bureau Manager, responded to a query from Chair Christoffels.

The item was continued to the next Planning Commission meeting.

DIRECTOR'S REPORT (5:02 PM)

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

SWEARING OF WITNESSES (5:05 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.

STUDY SESSION (5:05 PM)

16-002PL Conduct a study session for Planning Commission training. Topics for review include the California Coastal Act and the Local Coastal Program for the City of Long Beach, the Public Trust Doctrine for Tidelands and Submerged Lands.

Linda Tatum, Planning Bureau Manager, introduced Michael Mais, Assistant City Attorney, who presented the study session item

Commissioner Fox spoke.

Michael Mais and Amy Bodek, Director of Development Services, responded to queries from Commissioner Fox.

Commissioner Verduzco-Vega spoke.

Michael Mais and Amy Bodek responded to a query from Commissioner Verduzco-Vega.

Michael Mais spoke.

Chair Christoffels spoke.

Michael Mais responded to queries from Chair Christoffels.

Chair Christoffels spoke.

Amy Bodek responded to a comment made by Chair Christoffels.

Michael Mais spoke.

Commissioner Templin spoke.

A dialogue ensued between Commissioner Templin, Amy Bodek, Michael Mais and Chair Christoffels.

Chair Christoffels spoke.

Linda Tatum responded to a request from Chair Christoffels.

Michael Mais spoke.

Chair Christoffels spoke.

A dialogue ensued between Chair Christoffels and Michael Mais.

Commissioner Verduzco-Vega spoke.

Michael Mais responded to queries from Commissioner Verduzco-Vega.

Chair Christoffels spoke.

Michael Mais responded to queries from Chair Christoffels.

Commissioner Templin spoke.

Michael Mais and Chair Christoffels responded to a query from Commissioner Templin.

Amy Bodek spoke.

Commissioner Templin spoke.

Michael Mais responded to a query from Commissioner Templin.

Susan Miller provided public comment.

PUBLIC PARTICIPATION (5:59 PM)

There were no comments from the public.

COMMENTS FROM THE PLANNING COMMISSION (5:59 PM)

Commissioner Templin spoke.

Linda Tatum, Planning Bureau Manager, responded to a query from Commissioner Templin.

Commissioner Van Horik spoke.

Linda Tatum responded to a query from Commissioner Van Horik.

ADJOURNMENT (6:01 PM)

At 6:01 p.m., Chair Christoffels adjourned the meeting.

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