

**LONG BEACH CIVIL SERVICE COMMISSION
F. PHIL INFELISE, PRESIDENT
JULY 28, 2010**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, July 28, 2010, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

MEMBERS PRESENT: F. Phil Infelise, Jeanne Karatsu, Carolyn Smith Watts

MEMBER EXCUSED: Charles Hicks, Jr.

OTHERS PRESENT: Melinda George, Deputy Director, Acting Secretary
Diane Dzodin, Administrative Officer
Marilyn Hall, Executive Assistant
Caprice McDonald, Personnel Analyst
Robert Pfingsthorn, Personnel Analyst
Lourdes Ferrer, Personnel Analyst
Donna de Araujo, Assistant Administrative Analyst
Ken Walker, Personnel Operations Manager, Human Resources

President F. Phil Infelise presided.

MINUTES: It was moved by Commissioner Smith Watts, seconded by Commissioner Karatsu and carried that the minutes of the regular meeting of July 21, 2010, be approved as prepared. The motion carried by a unanimous roll call vote.

**CREATE NEW CLASS AND ADOPT DEPUTY FIRE MARSHAL
CLASSIFICATION SPECIFICATION:**

The Secretary presented a communication from Ken Walker, Manager, Personnel Operations, Human Resources, requesting Commission approval for the creation of the classification of Deputy Fire Marshal and adoption of the new classification specification. In addition, the Secretary presented a staff report prepared by Lourdes Ferrer, Personnel Analyst. Ms. Ferrer briefed the Commission regarding this request. Deputy Chief Jeff Reeb was present and answered Commission questions. After discussion, it was moved by Commissioner Smith Watts, seconded by Commissioner Karatsu and carried to approve the creation and new classification specification for Deputy Fire Marshall, pursuant to Section 1101(d) of the City Charter. The motion carried by a unanimous roll call vote.

REQUEST FOR ORDER OF LAYOFF: The Secretary presented a communication from Patrick H. West, City Manager, requesting an Order of Layoff. After discussion, it was moved by Commissioner Smith Watts, seconded by Commissioner Karatsu and carried to refer the Order of Layoff to staff to prepare the Order of Layoff. The motion carried by a unanimous roll call vote.

BULLETIN:

POLICE PROPERTY & SUPPLY CLERK

It was moved by Commissioner Karatsu, seconded by Commissioner Smith Watts and carried that the subject Job Opportunity Bulletin be approved. The motion carried by a unanimous roll call vote.

EXAMINATION RESULTS:

It was moved by Commissioner Karatsu, seconded by Commissioner Smith Watts and carried that the following examination results be approved. The motion carried by a unanimous roll call vote.

Firefighter Lateral (Amended from 7-21-10) – 808 Applied, 552 Qualified
Painter – 99 Applied, 23 Qualified
Petroleum Engineering Associate – 5 Applied, 5 Qualified

EXTENSION OF EXPIRING ELIGIBLE LISTS:

It was moved by Commissioner Smith Watts, seconded by Commissioner Karatsu and carried that the following eligible lists be extended for an additional six months. The motion carried by a unanimous roll call vote.

Civil Engineering Assistant (8/5/09 & 8/19/09)
Water Treatment Operator

RETIREMENT:

MARIO INIESTA/WATER UTILITY MECHANIC III/WATER

It was moved by Commissioner Karatsu, seconded by Commissioner Smith Watts and carried that the subject retirement be received and filed. The motion carried by a unanimous roll call vote.

MANAGERS' REPORT:

Diane Dzodin, Administrative Officer, introduced Silvia Garcia, Student Intern to the Commission, and stated that she would be working through September.

Melinda George, Deputy Director, presented Judith Dias, Clerk Typist, with a Certificate of Appreciation for three years of dedicated service to the City and citizens of Long

Beach. She thanked her for the support she provided to the Civil Service Department, and wished her well.


President Infelise also congratulated Judith for her service to the department and wished her well.

Donna deAraujo, Assistant Administrative Analyst, thanked staff for their assistance with the Firefighter Lateral examination process, and Diane Dzodin, Administrative Officer, for assisting in the screening of applicants.

Commissioner Smith Watts, asked staff to remember the Financial Management Department staff as they cope with the loss of David Wodynski, Manager, Budget and Performance Management Bureau.

ADJOURNMENT:

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


MELINDA GEORGE
Acting Secretary

MG:meh