

**CITY OF LONG BEACH
CIVIL SERVICE COMMISSION
MINUTES**

**WEDNESDAY, DECEMBER 4, 2019
415 WEST OCEAN BOULEVARD, PORT
ADMINISTRATION BUILDING,
MULTIPURPOSE ROOM, 8:30 AM**

Susana Gonzalez Edmond, President
Heather Morrison, Vice President



Phyllis O. Arias, Commissioner
Brandon Dowling, Commissioner
Joel Garnica, Commissioner

Christina Pizarro Winting, Executive Director

FINISHED AGENDA AND DRAFT MINUTES

President Gonzalez Edmond called the meeting to order at 8:50 a.m.

FLAG SALUTE

President Gonzalez Edmond asked Vice President Morrison to lead the Pledge of Allegiance.

ROLL CALL

Commissioners Phyllis O. Arias, Brandon Dowling, Joel Garnica, Heather
Present: Morrison and Susana Gonzalez Edmond

Christina Pizarro Winting, Executive Director
Caprice McDonald, Special Projects Officer
Maria Alamo, Special Projects Officer
Marla Camerino, Executive Assistant
Sheree Valdoria, Personnel Analyst
Shellie Goings, Personnel Analyst
Stanley Wang, Personnel Analyst
Carolyn Pen, Administrative Analyst
Veronica Robles Scott, Administrative Analyst
Russ Ficker, Personnel Officer, Public Works
Cory Forrester, Superintendent, Department of Parks, Recreation and Marine
Triggve Holden, Retiree, Department of Parks, Recreation and Marine
Xavier Espino, Fire Chief, Fire Department
Meg Rau, Administrative Officer, Fire Department
Duaine Jackson, Retiree, Fire Department

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

There were no comments from the public.

**1. 19-219CS Recommendation to approve minutes:
 Regular Meeting of November 20, 2019**

Commissioner Arias added an additional line to the end of the first paragraph: “Commissioner Arias informed Ms. Chavarria that the Subcommittee report was presented at the last Commission meeting.”

Commissioner Arias also added the word “specific” after the word “additional” in the first sentence of the second paragraph.

The minutes will now read:

Madison Chavarria addressed the Commission regarding the Wonderlic testing process. She stated that a couple of exams were administered in a different way and wanted to know where the report was regarding Agenda Item No. 7. Commissioner Arias went over the report. Commissioner Arias informed Ms. Chavarria that the Subcommittee report was presented at the last Commission meeting.

Ms. Chavarria had additional specific questions regarding the way the Administrative Analyst test was most recently administered compared to past administration. Commissioner Arias suggested that she speak with Civil Service staff regarding this matter.

A motion was made by Commissioner Garnica, seconded by Vice President Morrison, to approve the minutes of November 20, 2019, as amended. The motion carried by the following vote:

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Joen Garnica, Heather Morrison and Susana Gonzalez Edmond

CONSENT CALENDAR (2 – 8):

Passed the Consent Calendar

A motion was made by Commissioner Dowling, seconded by Commissioner Garnica, to approve Consent Calendar Items (2 - 8). The motion carried by the following vote:

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Joen Garnica, Heather Morrison and Susana Gonzalez Edmond

2. 19-220CS

Recommendation to approve examination results:

Civil Engineering Associate Test #02 (Established 11/19/19)

Electrical and Instrumentation Supervisor Test #02 (Established 11/22/19)

Senior Traffic Engineer Test #05 (Established 11/20/19)

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

3. 19-221CS

Recommendation to receive and file retirement(s):

Trggve Holden, Equipment Operator, Parks, Recreation and Marine (33 yrs., 6 mos.)

Duaine Jackson, Fire Captain, Fire Department (29 yrs., 9 mos.)

Christopher Tave, Fire Engineer, Fire Department (30 yrs., 1 mo.)

On behalf of the Civil Service Commission, Executive Director Christina Pizarro Winting, presented a Certificate of Appreciation to Duaine Jackson, Fire Captain, for 29 years, 9 months of service to the City of Long Beach. Fire Chief Xavier Espino was present to recognize and highlight Mr. Jackson's career. The Commission congratulated Mr. Jackson on his retirement.

Ms. Pizarro Winting also presented a Certificate of Appreciation to Trggve Holden, Equipment Operator for the Department of Parks, Recreation and Marine, for 33 years, 6 months of service to the City of Long Beach. Cory Forrester, Superintendent for the Department of Parks, Recreation and Marine, was present to recognize and highlight Mr. Holden's career. The Commission congratulated Mr. Holden on his retirement.

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

4. 19-222CS **Recommendation to receive and file resignation(s):**
Baron Lance Barrera, Environmental Specialist Associate, Harbor Department (1yr., 1 mo.)
Bryan Bedoy, Communication Specialist I, Technology and Innovation Department (26 yrs., 6 mos.)

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

5. 19-223CS **Recommendation to approve transfer(s):**
Toni Miller - Business Systems Specialist IV, Financial Management to Business Systems Specialist IV, Technology and Innovation
Marian Young - Business Systems Specialist IV, Financial Management to Business Systems Specialist IV, Technology and Innovation

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

6. 19-216CS **Recommendation to Change Examination Plan - Street Landscaping Supervisor**
Staff report prepared by Sheree Valdoria, Personnel Analyst

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

7. 19-224CS **Recommendation to Approve Extension of Expiring Eligible Lists (6 months)**
Staff report prepared by Christina Pizarro Winting, Executive Director

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

8. 19-225CS **Recommendation to approve bulletin(s):**
Transportation Planner

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

MANAGERS' REPORTS

Recruitment & Selection

Ms. Slaten was not present to report.

Special Projects

Ms. McDonald did not have any new information to report. She welcomed President Gonzalez back to the Commission.

Administration Support Services

Ms. Alamo did not have any new information to report. She did welcome back President Gonzalez as well.

Executive Director

Ms. Pizarro Winting informed the Commission that it has been quiet the last couple of weeks with staff out on vacation. She mentioned that on Monday, December 2, 2019, staff attended the Employee Appreciation Breakfast. In addition, Civil Service staff

enjoyed a nice time with each other at the department potluck.

Ms. Pizarro Winting stated that her Bargaining Unit meetings continue to go well. It is nice to build relationships with the bargaining units.

Ms. Pizarro Winting informed the Commission that our teambuilding activity will be held at the Renaissance Hotel and thanked Commissioner Garnica for her assistance. Ms. Pizarro Winting stated that it would be easiest to remain parked in the Broadway Structure and we will all walk over since it is located on the corner of Pine Avenue and Ocean Boulevard. Depending on the weather, everyone can drive over as well. She informed the Commission to expect an email from the facilitator to do the assessment online.

Ms. Pizarro Winting announced that we are now back in the Civic Chambers for the Commission meetings. Everything was worked out. Hearings will continue to be at different locations.

UNFINISHED BUSINESS

There was no unfinished business discussed.

NEW BUSINESS

There was no new business discussed.

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

There were no comments from the public.

ADJOURNMENT

President Gonzalez Edmond adjourned the meeting at 9:04 a.m.

HEARING 9:00 A.M.

Hearing was cancelled.

NOTE:

If written language translation of the Commission agenda and minutes for non-English speaking persons is desired, please make your request by phone to the Office of the City Clerk at (562) 570-6101, 72 business hours prior to the Commission meeting.

Kung nais ang pagsasalin ng nakasulat na wika ng agenda ng Komisyon at ang minutes para sa mga taong hindi nagsasalita ng Ingles, mangyaring isagawa ang iyong hiling sa pamamagitan ng telepono sa Opisina ng Clerk ng Lungsod sa (562) 570-6101, 72 oras ng negosyo bago ang pagpupulong ng Commission.

Si desea obtener la traducción escrita en otro idioma de la agenda y actas de la comisión para personas que no hablan inglés, haga su solicitud por teléfono a la Oficina de la Secretaría Municipal al (562) 570-6101, 72 horas hábiles antes de la reunión de la comisión.

**បើមានការចង់បានឲ្យមានការបកប្រែឯកសារស្តីពីរបៀបរាវ និងកំណត់ហេតុឲ្យ
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