

**LONG BEACH CIVIL SERVICE COMMISSION
AHMED SAAFIR, PRESIDENT
NOVEMBER 28, 2007**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, November 28, 2007, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

MEMBERS PRESENT: Herbert Levi, Mary Islas, Jeanne Karatsu, F. Phil Infelise, Ahmed Saafir

MEMBER EXCUSED:

OTHERS PRESENT: Mario R. Beas, Executive Director & Secretary
Herman M. Long, Deputy Director
Melinda George, Employment Services Officer
Christina Pizarro Winting, Recruitment Officer
Salvador Ambriz, Personnel Analyst
Deborah McCluster, Personnel Analyst
Christopher Daclan, Personnel Analyst
Caprice Brown, Personnel Analyst
Leah Salgado, Personnel Analyst
Beverly Nieves, Personnel Analyst
Russell Ficker, Personnel Analyst
Lourdes Ferrer, Assistant Administrative Analyst

President Ahmed Saafir presided.

MINUTES: It was moved by Commissioner Islas, seconded by Commissioner Levi and carried that the minutes of the regular meeting of November 14, 2007, be approved as prepared. The motion carried unanimously.

It was moved by Commissioner Karatsu, seconded by Commissioner Levi and carried that the minutes of the regular meeting of November 21, 2007, be approved as prepared. The motion carried unanimously.

CHANGE IN EXAMINATION PLAN: MECHANICAL SUPERVISOR

The Secretary presented a staff report prepared by Melinda George, Employment Services Officer, requesting that the examination plan for Mechanical Supervisor be changed from an oral interview weighted 100% to an evaluation of the training and experience of the applicants. Ms. George briefed the Commission regarding this request. After discussion, it was moved by Commissioner Islas, seconded by Commissioner Levi and carried that the change in examination plan be approved. The motion carried unanimously.

BULLETIN:

POLICE PROPERTY AND SUPPLY CLERK

It was moved by Commissioner Islas, seconded by Commissioner Levi and carried that the subject Job Opportunity Bulletin be approved. The motion carried unanimously.

EXAMINATION RESULTS:

It was moved by Commissioner Islas, seconded by Commissioner Levi and carried that the following examination results be approved. The motion carried unanimously.

Combination Building Inspector – 8 Applied, 7 Qualified
Engineering Technician – 38 Applied, 10 Qualified
Mechanical Supervisor – 3 Applied, 2 Qualified

RETIREMENT:

**DELMAR SALTERS/MAINTENANCE
ASSISTANT/PUBLIC WORKS**

It was moved by Commissioner Islas, seconded by Commissioner Levi and carried that the subject retirement be received and filed. The motion carried unanimously.

RESIGNATIONS:

It was moved by Commissioner Infelise, seconded by Commissioner Karatsu and carried that the following resignations be received and filed. The motion carried unanimously.

Lisa Turnbow/Communications Dispatcher/Police
Daniela Schmidt/Clerk Typist/Public Works
Michael Caballero/Helicopter Mechanic/Public Works

MANAGERS' REPORT:

The Secretary congratulated Russell Ficker, Personnel Analyst and Lourdes Ferrer, Assistant Administrative Analyst for passing probation.

ADJOURNMENT:

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



MARIO R. BEAS
Secretary

MRB:dmd

**LONG BEACH CIVIL SERVICE COMMISSION
AHMED SAAFIR, PRESIDENT
DECEMBER 5, 2007**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, December 7, 2007, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

MEMBERS PRESENT: Mary Islas, F. Phil Infelise, Herb Levi, Jeanne Karatsu

MEMBER EXCUSED: Ahmed Saafir

OTHERS PRESENT: Mario R. Beas, Executive Director & Secretary
Herman M. Long, Deputy Director
Christina Pizarro Winting, Recruitment Officer
Melinda George, Employment Services Officer
Marilyn Hall, Executive Assistant
Salvador Ambriz, Personnel Analyst
Chris Daclan, Personnel Analyst
Leah Salgado, Personnel Analyst
Caprice McDonald, Personnel Analyst
Russell Ficker, Personnel Analyst
Beverly Nieves, Personnel Analyst
Lourdes Ferrer, Assistant Administrative Analyst
Stephanie Kemp, Personnel Analyst, Human Resources

Vice President Jeanne Karatsu presided.

MINUTES: It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the minutes of the regular meeting of November 28, 2007, be approved as prepared. The motion carried unanimously.

PROVISIONAL APPOINTMENT: The Secretary presented a communication from Suzanne Frick, Director of Planning and Building, requesting Commission authorization to appoint Mona Knopp, Combination Building Inspector, to the classification of Senior Combination Building Inspector on a provisional basis. In addition, the Secretary presented a staff report prepared by Sal Ambriz, Personnel Analyst. Georgia Pon, Administrative Officer, Planning and Building was present and addressed the Commission. After discussion, it was moved by Commissioner Infelise, seconded by Commissioner Levi and carried that the request be granted in accordance with Civil Service Commission Policy 1.02 and Section 43 of the Civil Service Rules and Regulations. The motion carried unanimously. Commissioner Islas abstained from voting.

**REQUEST FOR SELECTIVE
CERTIFICATION:**

The Secretary presented a communication from Anthony Batts, Chief of Police, requesting Commission authorization for the selective certification for individuals with Spanish/English, Khmer/English and Vietnamese/English bilingual skills from the Police Recruit eligible list. In addition, the Secretary presented a staff report prepared by Lourdes Ferrer, Assistant Administrative Analyst. After discussion, it was moved by Commissioner Levi, seconded by Commissioner Infelise and carried that the request be approved, pursuant to Section 28 of the Civil Service Rules and Regulations. The motion carried unanimously.

**PROTEST OF WRITTEN
EXAMINATION ITEM(S):**

PAYROLL/PERSONNEL ASSISTANT

The Secretary informed the Commission that no protests were received for this item. After discussion, it was moved by Commissioner Islas, seconded by Commissioner Levi and carried to withdraw this item. The motion carried unanimously.

BULLETIN:

BUILDING SERVICES SUPERVISOR

It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the subject Job Opportunity Bulletin be approved. The motion carried unanimously.

EXAMINATION RESULTS:

It was moved by Commissioner Levi, seconded by Commissioner Islas and carried that the following examination results be approved. The motion carried unanimously.

Fire Captain – 38 Applied, 15 Qualified
General Librarian – 5 Applied, 4 Qualified
Marina Agent – 45 Applied, 9 Qualified
Park Ranger – 106 Applied, 8 Qualified
Personnel Assistant – 218 Applied, 19 Qualified
Plumber – 31 Applied, 1 Qualified
Public Health Nurse Supervisor – 2 Applied, 2 Qualified
Senior Equipment Operator – Backhoe – 27 Applied,
17 Qualified
Senior Program Manager – Harbor – 6 Applied, 6 Qualified

The Secretary recognized the following subject matter experts, who assisted the analyst in the preparation of the following examinations: Fire Captain, Ken Portolan, Assistant Fire Chief; Marina Agent, Mark Sandoval, Manager – Marine Bureau and Beverly Glavas, Special Projects Officer – Marine Bureau, Department of Parks, Recreation and Marine; Park Ranger, Lt. Joe Stilinovich and Bill Greco, Supervising Park Ranger, Department of Parks, Recreation and Marine; Personnel Assistant, Dora Hogan, Manager of Employee Benefits and Equal Employment and Cathy Chace, Assistant Administrative Analyst, Human Resources; Senior Equipment Operator – Backhoe, Robert Treon, Superintendent, Harbor Department; and Senior Program Manager – Harbor, Diane Dzodin, Administrative Analyst, Harbor Department.

**EXTENSION OF EXPIRING
ELIGIBLE LISTS:**

It was moved by Commissioner Islas, seconded by Commissioner Levi and carried that the following eligible lists be extended for an additional six months, except where otherwise noted. The motion carried unanimously.

Building Maintenance Engineer (**5 months**)
Business Systems Specialist (12/6/06 & 12/20/06)
Civil Engineer (12/6/06)
Civil Engineering Assistant (6/27/07)
Clerk Typist
Department Librarian
Environmental Specialist Associate
Epidemiologist (6/13/07 & 6/20/07)
General Librarian (12/6/06, 12/20/06, 6/6/07, 6/13/07 & 6/27/07)
Geographic Information Systems Analyst
Nurse (**3 months**)
Park Maintenance Supervisor
Park Naturalist (12/6/06 & 12/20/06)
Petroleum Operations Coordinator
Plan Checker – Mechanical (12/7/05, 12/21/05 & 1/18/06)
Police Officer – Lateral (6/6/07 & 6/13/07)
Public Health Nurse (6/13/07 & 6/27/07)
Public Health Professional
Recreation Assistant (**2 months**)
Surveyor
Systems Technician (12/6/06 & 12/20/06)
Water Quality Organic Chemist

MANAGERS' REPORT:

Christina Winting, Recruitment Officer, informed the Commission that she attended the City Council Meeting on Tuesday, December 4, 2007, regarding an agenda item on paper copies of job applications, to be addressed by Danny Wilson. She stated that she had a chance to talk to Mr. Wilson about his concerns and informed him that with the City of Long Beach you have the option of filing a paper application or filing online. He thanked her for that information and informed her that his concern was with the private industry. She also stated that Mr. Wilson stated an interest in City of Long Beach employment, and would be scheduling an appointment with Deborah McCluster, Personnel Analyst regarding career counseling.

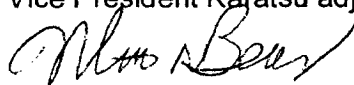
Melinda George, Employment Services Officer, thanked Leah Salgado, Personnel Analyst, for the outstanding job she did in the administration of the Fire Captain examination. She also acknowledged staff that assisted Ms. Salgado with this exam. She also informed the Commission that staff would be conducting Test 2 for the Police Recruit examination on Wednesday and Thursday, December 12 and 13th, of next week at the Courtyard Marriott Hotel, and that 688 candidates have been invited to test. She also stated that notices were sent to applicants who did not show up for Test 1, giving them another opportunity to participate in the examination.

Herman Long, Deputy Director, provided the Commission with an update on the Order of Layoff, stating that the four employees impacted have not been placed in other positions. He stated that Human Resources Department staff is making every effort to place these individuals. He also stated that the employees have interviewed with other City departments, but have not been selected.

The Secretary thanked Christina Winting for this week's newsletter, and for attending the City Council meeting on last night regarding Danny Wilson's comments regarding paper copy of job applications.

ADJOURNMENT:

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



MARIO R. BEAS

Secretary

MRB:meh

**Board of Harbor Commissioners Minutes**

Minutes of a regular meeting of the Board of Harbor Commissioners of the City of Long Beach, held in the Board Room of the Harbor Department Administration Building at 925 Harbor Plaza, Long Beach, California, on Monday, December 3, 2007, at 1 p.m.

Present: Commissioners: Sramek, Hankla, Topsy-Elvord, Walter, Cordero
Absent: Commissioners: None

Also present:

S. B.	Rubin	Managing Director
C.	Lytle	Managing Director
D. A.	Thiessen	Managing Director
R. G.	Kanter	Managing Director
D. T.	Holzhaus	Principal Deputy City Attorney
A. H.	Cherin	Executive Officer to the Board
S.	Ashley	Director of Government Affairs
K.J.	Adamowicz	Acting Director of Real Estate
D. L.	Albrecht	Director of Information Management
R. S.	Baratta	Director of Risk Management
R. D.	Cameron	Director of Environmental Planning
L.	Nakamura	Deputy Chief Harbor Engineer
L.	Cottrill	Director of Master Planning
S.	Joumblat	Chief Financial Officer
L.	Marin	Director of Human Resources
A. J.	Moro	Chief Harbor Engineer
H. C.	Morris	Director of Communications
C.	Wynne	Security Division Analyst
R.	Rich	Director of Maintenance
J. R.	Santa Ana	Director of Engineering Design
D.	Sereno	Director of Program Management
E.	Shen	Director of Transportation Planning
D. B.	Snyder	Director of Trade Relations

President Cordero Presided as Chairperson.



The Port of
LONG BEACH Board of Harbor Commissioners Minutes

**Engineering and Environmental Committee
December 3, 2007**

Mike Walter, Chair
Nick Sramek, Vice Chair

1. Amendment to Contract with URS Corporation for the Pier S Marine Terminal Development Project, and CWO No. 1217, Draft Supplement. (D. Sereno)

Recommendation: Approve and refer to Board of Harbor Commissioners.

President Cordero asked Mr. Sereno about the conclusion date for the Environmental Impact Report (EIR) on Pier S.

Mr. Sereno responded to President Cordero's question.

President Cordero commented on the EIR process and requested a report on a conference held last week regarding EIR's.

Commissioner Hankla commented on a "fast track" Bill in Sacramento regarding the EIR process.

President Cordero recommended sending a position statement regarding said Bill to Sacramento.

Commissioner Walter commented on the EIR process and suggested a presentation be made on how to improve the speed of the approval process for EIR's.

Motion: Topsy-Elvord

Second: Hankla

Motion Passes

2. Amendment to Contract with KPFF Consulting Engineers for the design of site improvements for the proposed liquid bulk terminals at Pier T. (D. Sereno)

Recommendation: Approve and refer to Board of Harbor Commissioners.

Commissioner Hankla commented.

Motion: Sramek

Second: Topsy-Elvord

Motion Passes



The Port of
LONG BEACH Board of Harbor Commissioners Minutes

**Trade Relations and Port Operations Committee
December 3, 2007**

Doris Topsy-Elvord, Chair
Nick Sramek, Vice Chair

1. Report by the International City Theatre on the progress of the "Pollution Solution!" Program. (H. Morris)

Recommendation: Receive and file.

Ms. Morris introduced Mr. Desai with the International City Theatre.
Mr. Desai presented a mid-year program report.
Commissioner Hankla thanked Mr. Desai for his report.
Commissioner Topsy-Elvord also thanked Mr. Desai.

Motion: Walter
Second: Cordero
Motion Passes

2. Request for sponsorship from the Journal of Commerce Conferences for the Trans-Pacific Maritime Conference. Cost: \$30,000. (H. Morris)

Recommendation: Approve.

Commissioner Walter commented on the economic benefits to the City from this sponsorship. He suggested the City be contacted for possible sponsorship.
Commissioner Topsy-Elvord concurred.
Commissioner Hankla commented on the Convention & Visitors Bureau keeping track of the positive economic impacts to the City for all conferences that come to town.

Motion: Sramek
Second: Walter
Motion Passes

3. Amendment to Contract with Lorick Associates Consulting, Inc., for implementing recommendations within the Maintenance Division Optimization Study Final Report. (R. Rich)

Recommendation: Approve and refer to Board of Harbor Commissioners.

President Cordero suggested a report within 90 days.
Dr. Walter congratulated Mr. Rich and his team.

Motion: Hankla
Second: Walter
Motion Passes



Approval of Minutes.

Upon motion by Commissioner Walter, seconded by Commissioner Sramek and unanimously carried, the minutes of the regular meeting of November 26, 2007, were declared read and approved as read.

Public Comments on Agenda Items.

There was no one present to address the board on agenda items.

Consent Agenda – Items Nos. 1-3

1. CALIFORNIA ASSOCIATION OF PORT AUTHORITIES – DUES FOR FISCAL YEAR 2007-2008 - APPROVED.

Communication from Richard D. Steinke, Executive Director, dated November 27, 2007, requesting authorization of the dues with California Association of Port Authorities for fiscal year September 1, 2007, through August 31, 2008, in the amount of \$131,760, was presented to the Board. The recommendation was approved by the Executive Director.

2. LEVEL I HARBOR DEVELOPMENT PERMITS – RECEIVED AND FILED.

Communication from Richard D. Cameron, Director of Environmental Planning, dated November 26, 2007, requesting that the following Level I Harbor Development Permits be received and filed:

HDP #07-079	Port of Long Beach – Long Beach Iron Works Demolition
HDP #07-106	Tidelands Oil Production Company Pipeline Modifications
HDP #07-107	Tidelands Oil Production Company Fence and Gate Installation
HDP #07-108	Tidelands Oil Production Company Connector Pipeline and Charge pump Installation
HDP #07-116	Tidelands Oil Production Company Pipeline Removal

was presented to the Board. The request was approved by the Executive Director.

3. HARBOR REVENUE FUND – APPROVAL OF FUND TRANSFER JOURNALS AND AUTHORIZATION OF TRANSFER OF FUNDS.



Communication from Sam Joumbat, Chief Financial Officer, dated November 28, 2007, submitting the following Fund Transfer Journals received from the Department of Financial Management:

<u>AMOUNT</u>	<u>DESCRIPTION</u>
\$368,842.67	Employee Benefits and Insurance Funds – Transfer of the October 2007 cost of employees’ fringe benefits.
675.00	Technology Services Dept. – Adjustment to data processing options and maintenance September 2007.
5,203.00	Human Resources – Employee honesty bond and travel insurance for fiscal year 2008.
1,220.54	Reprographics November 2007.
19,974.34	Technical Systems – Financial information system October and November 2007.
2,210.45	Planning and Building Permits for October 2007.

was presented to the Board. The request was approved by the Acting Executive Director.

Commissioner Hankla moved, seconded by Commissioner Topsy-Elvord that the communications be received and filed and the Items Nos. 1-3 be approved as recommended. Carried by the following vote:

Ayes:	Commissioners:	Sramek, Hankla, Topsy-Elvord, Walter, Cordero
Noes:	Commissioners:	None
Absent:	Commissioners:	None

Regular Agenda.

THUMS LONG BEACH COMPANY - EXECUTIVE DIRECTOR AUTHORIZED TO EXECUTE FIFTH AMENDMENT TO LEASE FOR CORRECTION OF EXHIBIT C – DOCUMENT NO. HD-5798E – ORDINANCE NO. HD-2000 - ADOPTED.

Ordinance entitled, “AN ORDINANCE OF THE BOARD OF HARBOR COMMISSIONERS OF THE CITY OF LONG BEACH AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A FIFTH AMENDMENT TO LEASE FOR CORRECTION OF EXHIBIT C, BETWEEN THE CITY OF LONG BEACH, ACTING BY AND THROUGH ITS BOARD OF HARBOR COMMISSIONERS, AND THUMS LONG BEACH COMPANY, FOR THE USE OF CERTAIN PREMISES IN THE HARBOR DISTRICT, AND MAKING A DETERMINATION RELATING THERETO,” was presented to the Board for its second and final reading.



Commissioner Topsy-Elvord moved, seconded by Commissioner Walter that said ordinance be declared read for the second time and adopted as read. Carried by the following vote:

Ayes:	Commissioners:	Sramek, Hankla, Topsy-Elvord, Walter, Cordero
Noes:	Commissioners:	None
Absent:	Commissioners:	None

New Business.

President Cordero acknowledged Mr. Cherin as the new Executive Officer to the Board.

Commissioner Walter spoke regarding his Port Advocacy trip to Washington D.C., with President Cordero and Mr. Steinke. Commissioner Walter also read a portion of a letter that was received from Senator Boxer.

President Cordero spoke on Port Advocacy trips to Washington D.C. and Sacramento. Commissioner Topsy-Elvord commended her colleagues on their report.

Heather Morris, Director of Communications and Community Relations, commented on the Port of Long Beach's participation in the Belmont Shore Parade.

Lisa Marin, Director of Human Resources, introduced Michael Vanderbeek, Manager of Strategic Planning and Performance Management, who in-turn introduced Steve Perry, Executive Intern, who gave brief remarks on his work at the Port of Long Beach.

Commissioner Hankla made brief remarks.

Commissioner Walter welcomed Mr. Perry.

President Cordero requested that a congratulatory note be sent to Alison Linder, an Administrative Intern at the Port, who received an award.

Dr. Walter requested a letter be drafted to Denise Krepp, staff of Chairman Bennie Thompson, House Homeland Security Committee.

Public Comments on Non-Agenda Items.

Dennis Cook inquired about fishing in locations that have been deemed off-limits due to homeland security.

President Cordero responded and referred him to Cosmo Perrone, Director of Security.

Mr. James Ota spoke on the Clean Air Action Plan.

Adjourned.

At 2:14 pm, Commissioner Hankla moved, seconded by Commissioner Topsy-Elvord that the meeting be adjourned sine die. Carried by the following vote:

Ayes:	Commissioners:	Sramek, Hankla, Topsy-Elvord, Walter, Cordero
Noes:	Commissioners:	None
Absent:	Commissioners:	None