

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

**WEDNESDAY, APRIL 1, 2020
411 W. OCEAN BOULEVARD CIVIC CHAMBERS,
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

**CIVIL SERVICE COMMISSION MEETINGS ARE HELD VIA
TELECONFERENCE PURSUANT TO EXECUTIVE ORDER N-29-20
ISSUED BY GOVERNOR GAVIN NEWSOM.**

THE CIVIC CHAMBERS WILL BE CLOSED TO THE PUBLIC.

**PUBLIC WILL HAVE THE OPTION TO USE eCOMMENT TO
ADDRESS THE COMMISSION. WRITTEN COMMENTS
MAY ALSO BE SUBMITTED VIA
EMAIL TO CIVILSERVICE@LONGBEACH.GOV.**

FLAG SALUTE

ROLL CALL

1. [20-074CS](#) **Recommendation to approve minutes:**
Special Meeting of March 13, 2020
Regular Meeting of March 18, 2020
Dismissal Hearing 06-D-1819 Minutes of March 4 and March 11, 2020

Suggested Action: Approve recommendation.

Attachments: [CSC Mtg Minutes for 03-13-20 draft special r](#)
[CSC Mtg Minutes for 03-18-20 draft.pdf](#)

CONSENT CALENDAR (2 – 10):

2. [20-075CS](#)

Recommendation to approve examination results:

Civil Engineering Associate Test #11 (Established 03/18/20)

Electrician Test #05 (Established 03/24/20)

Refuse Operator Test #25 (Established 03/23/20)

Suggested Action: Approve recommendation.

Attachments: [Exam Results for 04-01-20.pdf](#)

3. [20-076CS](#)

Recommendation to approve bulletin(s):

Terminal Services Representative

Water Utility Mechanic

Suggested Action: Approve recommendation.

Attachments: [Bulletins - 04-01-20 L.pdf](#)

4. [20-077CS](#)

Recommendation to receive and file retirement(s):

*Jeffrey Brown, Administrative Analyst III, Department of Parks,
Recreation and Marine (14 yrs., 10 mos.)*

Suggested Action: Approve recommendation.

5. [20-078CS](#)

Recommendation to receive and file resignation(s):

Antonio Ibarra, Police Officer, Police Department (1 yr., 2 mos.)

*Rachel Masai, Police Officer, Police Department (6 mos., 21
days)*

*John-Joseph Nakamura, Police Officer, Police Department (6
mos., 19 days)*

*Nicholas Wright, Maintenance Assistant III, Department of Parks,
Recreation and Marine (3 yrs., 2 mos.)*

Suggested Action: Approve recommendation.

6. [20-079CS](#)

Recommendation to receive and file withdrawal of appeal:
Suspension Appeal 04-S-1718

Suggested Action: Approve recommendation.

7. [20-080CS](#)

Recommendation to Extend Non-Career Hours - Maria Alvarez, Maria Armenta, Jose Castro Monico, Irma Gonzalez, Guadalupe Martinez, Maria Harris, Terri Myers, Pamela Shannon and Marcus Williford, Maintenance Assistants Non-Career
Communication from Robert G. Luna, Chief of Police, Police Department
Staff report prepared by Shellie Goings, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [Ext NC Hours-PD-MA-04-01-2020-L.pdf](#)

8. [20-081CS](#)

Recommendation to Extend Non-Career Hours - Alexis Miranda and Allison Fritz, Administrative Interns
Communication from Robert G. Luna, Chief of Police, Police Department
Staff report prepared by Shellie Goings, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [Extend NC Hours-PD-Admin Interns-Alexis Mir](#)

9. [20-037CS](#)

RECOMMENDATION FOR PROVISIONAL APPOINTMENT - Traffic Engineer
Communication from Russ Ficker, Personnel Officer, Public Works
Staff Report prepared by Carolyn Pen, Administrative Analyst

Suggested Action: Approve recommendation.

Attachments: [ProvAppt-PW TrafficEngineer-Paul Van Dyk - C](#)

10. [20-082CS](#)

**Recommendation to Approve Extension of Expiring Eligible
Lists (6 months)**

Staff report prepared by Christina Pizarro Winting, Executive Director

Business Systems Specialist (H67AN-19) Test #13 (04/30/2019)

Business Systems Specialist (H67AN-20) Test #16 (10/10/2019)

Buyer (C13AN-19) Test #01 (1/22/2019)

Civil Engineer (K11NN-19) Test #05 (4/3/2019)

Civil Engineer (K11NN-20) Test #09 (10/24/2019)

Civil Engineering Associate (K13NN-20) Test #07 (10/24/2019)

Deputy Fire Marshal (AT5NN-19) Test #01 (1/8/2019)

Deputy Fire Marshal (AT5NN-19) Test #02 (1/29/2019)

Housing Aide (HS1AN-18) Test #01 (9/14/2018)

Housing Assistance Coordinator (C39NN-18) (9/11/2018)

Nurse Practitioner (G12NN-19) Test #02 (10/17/2019)

Office Systems Analyst - IMDCA (Nd4AN-20B) Test #04 (10/7/2019)

Permit Technician (ED6AN-19) (4/10/2019)

*Plan Checker - Fire Prevention (KA4NN-20) Test #07 (10/11/2019) - 1
Month*

Plan Checker - Plumbing (K41AN-20) Test #05 (10/11/2019) - 4 Months

Planner (F53AN-19) Test #02 (10/23/2018)

Police Officer - Lateral (F23NN-19B) Test #01 (4/2/2019)

Police Recruit (F63NN-19) Test #08 (4/18/2019)

Police Recruit (F63NN-20) Test #13 (10/24/2019)

Public Health Nutritionist (G21AN-20) Test #03 (10/23/2019)

*Public Safety Dispatcher - NTN Exam (J45AN-18A) Test #01
(4/23/2018)*

*Public Safety Dispatcher - NTN Exam (J45AN-20A) Test #08
(10/10/2019)*

*Public Safety Dispatcher - Post Waiver (J45AN-18B) Test #01
(4/23/2018)*

*Public Safety Dispatcher - Post Waiver (J45AN-20B) Test #08
(10/10/2019)*

Refuse Operator (JA2AN-20) Test #21 (10/2/2019)

Registered Nurse (G11AN-19) Test #08 (4/3/2019)

Senior Program Manager - Water (MC5NN-19) Test #03 (4/29/2019)

Senior Structural Engineer (K65NN-19) Test #03 (4/2/2019)

Senior Traffic Engineer (K68NN-20) Test #04 (10/2/2019)

Special Services Officer (F33AN-18) Test #26 (4/23/2018)

Special Services Officer (F33AN-19) Test #32 (10/4/2018)
Special Services Officer (F33AN-20) Test #39 (10/3/2019)
Systems Support Specialist (H69AN-18) Test #11 (4/2/2019)
Systems Support Specialist (H69AN-20) Test #13 (10/29/2019)
Systems Technician (H70AN-19) Test #02 (4/9/2019)

Suggested Action: Approve recommendation.

Attachments: [Extension of Expiring Eligible Lists - 04-2020.p](#)

REGULAR AGENDA

11. [20-083CS](#) REQUEST TO AUTHORIZE EXECUTIVE DIRECTOR TO SERVE AS
DESIGNEE FOR CIVIL SERVICE COMMISSION TO APPROVE
EXTENSION OF PROVISIONAL AND NON-CAREER APPOINTMENTS
DURING CITY STATE OF EMERGENCY

Suggested Action: Approve recommendation.

Attachments: [ED Auth NC.Prov Extensions - 04-01-20.pdf](#)

12. [20-087CS](#) REQUEST TO AUGMENT PREVIOUSLY APPROVED REQUEST FOR A
TEMPORARY TRANSFER OF PUBLIC HEALTH NURSE, REGISTERED
NURSE AND MICROBIOLOGIST CLASSIFICATIONS TO THE
UNCLASSIFIED SERVICE IN THE DEPARTMENT OF HEALTH AND
HUMAN SERVICES

Suggested Action: Approve recommendation.

Attachments: [CSCUnclassifiedRequest for Exception to the F](#)

13. [20-084CS](#) DISCUSSION ON UTILIZATION OF THE UNCLASSIFIED SERVICE IN
THE HARBOR DEPARTMENT

Suggested Action: Approve recommendation.

Attachments: [CSC Unclassified Service - 04-01-20.pdf](#)

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14. [20-071CS](#) **RECOMMENDATION TO CHANGE CIVIL SERVICE RULE 116 TO INCLUDE SPECIFIC LANGUAGE PERTAINING TO THE ADMINISTRATION OF THE EXECUTIVE DIRECTOR'S PERFORMANCE EVALUATION AND TO DIRECT STAFF TO BEGIN THE NECESSARY PROCESS FOR CITY COUNCIL APPROVAL**

Suggested Action: Approve recommendation.

15. [20-085CS](#) **DISCUSSION AND RECOMMENDATION REGARDING TELECONFERENCING OR VIDEO CONFERENCING FOR HEARINGS**

Suggested Action: Approve recommendation.

16. [20-086CS](#) **RECOMMENDATION FOR CONSIDERATION OF ADMINISTRATIVE LAW JUDGE'S REPORT - Disability Retirement Appeal 16-DR-1516 / Mailed to CSC on February 7, 2020**
Report prepared by Carmen D. Snuggs, Administrative Law Judge

Suggested Action: No recommendation.

17. REPORTS FROM MANAGERS

- A. Recruitment Division – Crystal Slaten
- B. Employment Services Division – Caprice McDonald
- C. Administration Support Services – Maria Alamo
- D. Executive Director – Christina Pizarro Winting

18. UNFINISHED BUSINESS

Ad Hoc Subcommittees:

- A. Subcommittee to Develop Civil Service Commission Policy regarding requests to Utilize Classified Positions in the Unclassified Service
- B. Subcommittee to Study City Employee Credit System

19. NEW BUSINESS

ADJOURNMENT

NO HEARING

I, Marla Camerino, Executive Assistant, certify that the agenda was posted not less than 72 hours prior to the meeting.

NOTE:

If oral language interpretation for non-English speaking persons is desired or if a special accommodation is desired pursuant to the Americans with Disabilities Act, please make your request by phone to the Office of the City Clerk at (562) 570-6101, 24 business hours prior to the Charter Commission meeting.

Kung nais ang interpretasyon ng sinasalitang wika para sa mga taong hindi nagsasalita ng Ingles o kung nais ang isang natatanging tulong ayon sa Americans with Disabilities Act, mangyaring isagawa ang iyong hiling sa pamamagitan ng telepono sa Opisina ng Clerk ng Lungsod sa (562) 570-6101, 24 oras ng negosyo bago ang pagpupulong ng Charter Commission.

Si desea interpretación oral en otro idioma para personas que no hablan inglés o si desea una adaptación especial en conformidad con la Ley de Estadounidenses con Discapacidades, haga su solicitud por teléfono a la Oficina de la Secretaría Municipal al (562) 570-6101, 24 horas hábiles antes de la reunión de la comisión de estatutos.

បើមានការចង់បានឲ្យមានការបកប្រែភាសាផ្ទាល់មាត់ឲ្យអ្នកមិនចេះនិយាយអង់គ្លេស ឬបើមានការចង់បានឲ្យមានដំណោះស្រាយពិសេសដោយយោងតាមមាត្រាច្បាប់ស្តីពី ជនពិការអាមេរិកាំង សូមមេត្តាធ្វើសំណើអ្នកតាមទូរស័ព្ទដោយហៅទៅការិយាល័យស្មៀន ក្រុងតាមរយៈលេខ (562) 570-6101 (24 ម៉ោងធ្វើការមុននឹងចាប់ផ្តើមបើកកិច្ចប្រជុំ គណៈកម្មការធម្មនុញ្ញ)។

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.

បើមានការចង់បានឲ្យមានការបកប្រែឯកសារស្តីពីរបៀបរាជ្យ និងកំណត់ហេតុឲ្យ
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