

**LONG BEACH CIVIL SERVICE COMMISSION
F. PHIL INFELISE, PRESIDENT
JANUARY 26, 2011**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, January 26, 2011, 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, Gerald Good

MEMBER EXCUSED: Charles Hicks Jr.

OTHERS PRESENT: Mario R. Beas, Executive Director & Secretary
Marilyn Hall, Executive Assistant
Salvador Ambriz, Personnel Analyst
Caprice McDonald, Personnel Analyst
Robert Pflingsthorn, Personnel Analyst
Lourdes Ferrer, Personnel Analyst
Donna de Araujo, Assistant Administrative Analyst
Debbie Mills, Director of Human Resources

President F. Phil Infelise presided.

MINUTES: It was moved by Commissioner Good, seconded by Commissioner Smith Watts and carried that the minutes of the regular meeting of January 19, 2011, be approved as prepared. The motion carried by a unanimous roll call vote.

CONSENT CALENDAR (2-5): The Secretary requested item #2 – Extension of Expiring Eligible List, be removed from the Consent Calendar.

It was moved by Commissioner Smith Watts, seconded by Commissioner Karatsu and carried that the Consent Calendar items be approved. Item #2 was removed from the Consent Calendar. The motion carried by a unanimous roll call vote.

RETIREMENT: Request to receive and file retirement.

Iupeliauro Faalevao/Clerk Typist III/Police

The motion was made to receive and file on Consent Calendar.

RESIGNATIONS:

Request to receive and file resignations.

Joshua Ruiz/Water Utility Mechanic III/Water
Maria Nugas/Environmental Health Specialist II/Health

The motion was made to receive and file on Consent Calendar.

DOWNGRADE (Voluntary):

Request to approve downgrade.

Meredith Elguira/Planner IV/Development Services to
Planner III/Development Services

The motion was made to approve downgrade on Consent Calendar.

PROVISIONAL APPOINTMENT:

The Secretary presented a communication from Christopher J. Garner, Director of Long Beach Gas and Oil, requesting Commission authorization to appoint Michael Davis, to the classification of General Maintenance Supervisor on a provisional basis. The Secretary briefed the Commission regarding this request, stating that it was in order, and that staff recommends approval. Lennie Arazo, Administrative Officer, Long Beach Gas and Oil, responded to questions from the Commission. After discussion, it was moved by Commissioner Smith Watts, seconded by Commissioner Karatsu 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 by a unanimous roll call vote.

REQUEST FOR EXCEPTION TO CIVIL SERVICE RULES AND REGULATIONS – ARTICLE VIII SECTION 115(3)

Requesting Exception to Article II, Section 7 of the Civil Service Rules and Regulations – Qualifications and Requirements for Housing Assistance Coordinator, Limiting Applications to City Employees and Laid Off City Employees

The Secretary presented a staff report, prepared by him, requesting Commission approval for an exception to Article II, Section 7 of the Civil Service Rules and Regulations – Qualifications and Requirements, for Housing Assistance Coordinator, as an open-competitive examination, limiting applications to City employees and City employees terminated due to layoffs in 2009. The Secretary briefed the Commission regarding this request. After discussion, it was moved by Commissioner Good, seconded by Commissioner

Smith Watts and carried to approve the Exception to Civil Service Rules and Regulations, Section 115(3), Article II, Section 7 – Qualifications and Requirements. The motion carried by a unanimous roll call vote.

BULLETINS:

It was moved by Commissioner Good, seconded by Commissioner Smith Watts and carried that the following Job Opportunity Bulletins be approved. The motion carried by the following roll call vote:

AYE: Jeanne Karatsu
Carolyn Smith Watts
Gerald Good

NAY: F. Phil Infelise

Engineering Technician
Housing Assistance Coordinator
Painter Supervisor
Senior Surveyor

MANAGERS' REPORT:

The Secretary informed the Commission that he is proceeding with automating certification of job candidates and training is planned for mid February 2011; that he is meeting with Human Resources, Water and Harbor Departments and the City Attorney's office on January 31, 2011, to discuss employee files; that he is in the process of scheduling a half day meeting with Debbie Mills, Director of Human Resources to discuss revisions to the Civil Service Rules and Regulations; and that on Monday, he gave an orientation to two new hearing officers. He informed the Commission that Marilyn Hall, Executive Assistant, is working with Mr. Peters and Mr. Trott to schedule hearings with hearing officers. He also informed the Commission that he received an e-mail from Christina Checel, Deputy City Attorney and Commission Advisor, that the Commission's decision on Mr. Gregrow's appeal was sustained.

**EXECUTIVE SESSION
(Government Code 54957.8)**

REVIEW OF EXECUTIVE DIRECTOR PERFORMANCE OBJECTIVES

It was moved by Commissioner Good, seconded by Commissioner Smith Watts and carried to hold this item for one week until all Commissioners could be present. The motion carried by a unanimous roll call vote.

ADJOURNMENT:

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

A handwritten signature in black ink, appearing to read "Mario R. Beas". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

MARIO R. BEAS
Secretary

MRB:meh