

Erik Fallis, President
Susana Gonzalez Edmond, Vice President



Phyllis O. Arias, Commissioner
Joel Garnica, Commissioner

Christina Pizarro Winting, Executive Director

CIVIL SERVICE COMMISSION

REGULAR MEETING

FLAG SALUTE

ROLL CALL

1. COMMENTS FROM THE PUBLIC – THE CIVIL SERVICE COMMISSION WILL HEAR FROM MEMBERS OF THE PUBLIC ON MATTERS REGARDING THE AGENDA.

2. [23-154CS](#) **Recommendation to approve minutes:**
Regular Meeting of May 10, 2023

Suggested Action: Approve recommendation.

Attachments: [CSC Meeting Minutes of May 10, 2023.pdf](#)

CONSENT CALENDAR (3 - 6):

3. [23-155CS](#)

Recommendation to approve examination results:

Ambulance Operator Test #02
Emergency Medical Educator Test #04
Garage Service Attendant I-III Test #02
General Librarian
Geographic Information Systems Analyst I-III Test #01
Hazardous Waste Coordinator Test #01
Marina Agent I-III
Parking Control Checker I-II Test #01
Parking Meter Technician I-II Test #03
Police Recruit Test #25
Public Health Nurse I-III Test #01
Public Safety Dispatcher I-IV - Lateral Test #15
Public Safety Dispatcher I-IV - Post Waiver Test #30
Registered Nurse I-II Test #02
Special Services Officer I-IV Test #71

Suggested Action: Approve recommendation.

Attachments: [CSC Exam Results of May 24, 2023.pdf](#)

4. [23-168CS](#)

Recommendation to receive and file retirement(s):

Eduardo Reinhold, Police Officer, Police Department, (28 yrs., 6 mos.)

Suggested Action: Approve recommendation.

5. [23-156CS](#)

Recommendation to receive and file resignation(s):

Sergio Diaz, Police Officer, Police Department, (8 mos., 8 days)

Esperanza Perez, School Guard, Public Works, (18 days)

Cynthia De La Torre, Planner IV, Development Services, (4 yrs., 6 mos.)

Tammie Washington, Customer Service Representative III, Energy Resources, (2 days)

Andreina Alvarez, Customer Service Representative II, Public Works, (3 mo., 21 days)

Angelica Malbog, Civil Engineering Associate, Public Works, (5 yrs., 3 mos.)

Suggested Action: Approve recommendation.

6. [23-157CS](#)

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

Staff report prepared by Christina Pizarro Winting, Executive Director

AIRPORT OPERATIONS ASSISTANT I-II (EF2AN-21) (6/9/2021)

Extend 2 months*

AIRPORT OPERATIONS SPECIALIST I-II (G46AN-21) (3/2/2021)

Extend 2 months*

ASSISTANT ADMINISTRATIVE ANALYST I-II (E03AN-22)

(6/22/2022) **Extend 1 month***

BUILDING MAINTENANCE ENGINEER (I09NN-23) TEST #01

(12/14/2022)

BUSINESS SYSTEMS SPECIALIST I-VII (CLOUD ENGINEER)

(H67AN-22) TEST #01 (12/15/2021)

CAPITAL PROJECTS COORDINATOR I-IV (EC6AN-23) TEST

#02 (12/14/2022)

CARPENTER (I11NN-22) (10/27/2021) **Extend 1 month***

CIVIL ENGINEERING ASSISTANT (K12NN-21A) (6/9/2021)

CIVIL ENGINEERING ASSOCIATE (K13NN-23) TEST #02

(12/7/2022)

COMBINATION BUILDING INSPECTOR (K87NN-23) TEST #04

(12/7/2022)

CONSTRUCTION INSPECTOR I-II (K14AN-21)(8/18/2021)

Extend 1 month*

ELECTRICAL ENGINEER (K89NN-21) TEST #03 (6/23/2021)

ELECTRICIAN (I15NN-23) TEST #02 (12/7/2022)

ENVIRONMENTAL HEALTH SPECIALIST I-IV (G43AN-23) TEST

#04 (12/7/2022)

GARDENER I-II (J24AN-22B) (6/22/2022) **Extend 1 month***

GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN I-II

(EF1AN-21) (12/28/2020)

GEOLOGIST I-II (K25AN-21) TEST #01 (6/23/2021)

MICROBIOLOGIST I-III (G08AN-23) TEST #05 (12/14/2022)

PLANNING AIDE (EA2NN-21) (6/9/2021) **Extend 1 month***

POLICE OFFICER - LATERAL (F23NN-21) TEST #17

(12/18/2020)

POLICE OFFICER - LATERAL (F23NN-21) TEST #21 (6/23/2021)

POLICE OFFICER - LATERAL (F23NN-22) TEST #24 (12/8/2021)

POLICE OFFICER - LATERAL (F23NN-23) TEST #29
(12/14/2022)
POLICE RECRUIT (F63NN-22) TEST #08 (6/8/2022)
POLICE RECRUIT (F63NN-23) TEST #17 (12/7/2022)
POLICE RECRUIT (F63NN-23) TEST #18 (12/14/2022)
PUBLIC HEALTH NURSE I-III (HOMELESS SERVICES)
(G19AN-23A) TEST #01
(12/7/2022)
PUBLIC HEALTH NUTRITIONIST I-III (G21AN-23) TEST #01
(12/7/2022)
PUBLIC SAFETY DISPATCHER I - IV - LATERAL (J45AN-21C)
TEST #10 (6/23/2021)
PUBLIC SAFETY DISPATCHER I-IV - NTN EXAM (J45AN-21A)
TEST #17 (12/10/2020)
PUBLIC SAFETY DISPATCHER I-IV - NTN EXAM (J45AN-21A)
TEST #18
(12/29/2020)
PUBLIC SAFETY DISPATCHER I-IV - NTN EXAM (J45AN-21A)
TEST #20 (3/17/2021)
PUBLIC SAFETY DISPATCHER I-IV - NTN EXAM (J45AN-21A)
TEST #23 (6/23/2021)
PUBLIC SAFETY DISPATCHER I-IV - NTN EXAM (J45AN-22A)
TEST #26 (12/15/2021)
PUBLIC SAFETY DISPATCHER I-IV - NTN EXAM (J45AN-22A)
TEST #29 (6/8/2022)
PUBLIC SAFETY DISPATCHER I-IV - NTN EXAM (J45AN-22A)
TEST #30
(6/22/2022)
PUBLIC SAFETY DISPATCHER I-IV - POST WAIVER
(J45AN-21B) TEST #18
(12/7/2020)
PUBLIC SAFETY DISPATCHER I-IV - POST WAIVER
(J45AN-21B) TEST #19
(12/29/2020)
PUBLIC SAFETY DISPATCHER I-IV - POST WAIVER
(J45AN-21B) TEST #23 (6/23/2021)
PUBLIC SAFETY DISPATCHER I-IV - POST WAIVER
(J45AN-22B) TEST #24
(12/15/2021)

*PUBLIC SAFETY DISPATCHER I-IV - POST WAIVER
(J45AN-22B) TEST #24 (6/8/2022)
REFUSE OPERATOR I-III (JA2AN-22) TEST #32 (6/8/2022)
SENIOR ACCOUNTANT (C32NN-22) (6/8/2022)
SENIOR LIBRARIAN (E31NN-23) TEST #01 (12/14/2022)
SPECIAL SERVICES OFFICER I-IV (F33AN-21) TEST #54
(6/23/2021)
SPECIAL SERVICES OFFICER I-IV (F33AN-22) TEST #59
(12/8/2021)
SPECIAL SERVICES OFFICER I-IV (F33AN-23) TEST #68
(12/14/2022)
SYSTEMS SUPPORT SPECIALIST I-VI (H69AN-22) (6/22/2022)
TRAFFIC SIGNAL TECHNICIAN I-II (I66AN-22) TEST #02
(12/8/2021) **Extend 2 months***
WATER UTILITY MECHANIC I-III (M42AN-22) (4/27/2022)
Extend 2 months*
X-RAY TECHNICIAN (G30NN-22) TEST #03 (12/8/2021)*

Suggested Action: Approve recommendation.

Attachments: [CSC Eligible List Extensions June 2023.pdf](#)

REGULAR AGENDA

7. [23-159CS](#) **RECOMMENDATION TO APPROVE BULLETIN-** Plan Checker -
Fire Prevention I-II (Non-Sworn - Civilian)
Presentation by Donnell Russell Jauregui, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [Bulletin- Plan Checker - Fire Prevention I-II \(Nc](#)

8. [23-158CS](#) **RECOMMENDATION TO APPROVE BULLETIN-** Clerk Typist I-IV:
(Police Records Technician) or (Animal Care Clerk)
Presentation by Maria Cano, Personnel Analyst

Suggested Action: Approve recommendation.

Attachments: [Bulletin-Clerk Typist I-IV](#)

9. [23-160CS](#) **RECOMMENDATION TO APPROVE BULLETIN-** Police Officer
(Academy Graduate)
Presentation by Maria Cano, Personnel Analyst
- Suggested Action:** Approve recommendation.
- Attachments:** [Bulletin-Police Officer \(Academy Graduate\)](#)
10. [23-161CS](#) **RECOMMENDATION TO APPROVE BULLETIN-** Police Recruit
(Academy Enrolled)
Presentation by Maria Cano, Personnel Analyst
- Suggested Action:** Approve recommendation.
- Attachments:** [Bulletin-Police Recruit \(Academy Enrolled\) L.p](#)
11. [23-162CS](#) **RECOMMENDATION TO APPROVE BULLETIN-** Port Risk
Assistant I-II
Presentation by Maria Cano, Personnel Analyst
- Suggested Action:** Approve recommendation.
- Attachments:** [Bulletin-Port Risk Assistant I-II .pdf](#)
12. [23-163CS](#) **HOMELESSNESS EMERGENCY RELATED: RECOMMENDATION
TO EXTEND NON-CAREER HOURS** - Ericka Monleon, Public
Health Associate-NC
*Communication from Sandra Kennedy, Administrative Officer,
Health and Human Services*
*Staff report prepared by Sharon Hamilton, Assistant
Administrative Analyst*
- Suggested Action:** Approve recommendation.
- Attachments:** [Extension of Non Career Hours- Monleon-PHA](#)

13. [23-164CS](#) **HOMELESSNESS EMERGENCY RELATED: RECOMMENDATION TO EXTEND NON-CAREER HOURS** - Estefany Verela Lopez, Public Health Associate-NC
Communication from Sandra Kennedy, Administrative Officer, Health and Human Services
Staff report prepared by Sharon Hamilton, Assistant Administrative Analyst
- Suggested Action:** Approve recommendation.
- Attachments:** [Extension of Non Career Hours- Varela Lopez-](#)
14. [23-165CS](#) **RECOMMENDATION FOR EXTENSION OF PROBATIONARY PERIOD** - Claudia Clay, Housing Specialist I
Communication from Sandra Kennedy, Administrative Officer, Health and Human Services
Staff report prepared by Levi Sinkler, Personnel Analyst
- Suggested Action:** Approve recommendation.
- Attachments:** [Extension of Probationary Period-Claudia Clay.](#)
15. [23-166CS](#) **REQUEST TO PARTICIPATE IN ADMINISTRATIVE ANALYST EXAMINATION PROCESS - JAMIE KISTNER**
Communication from Jamie Kistner
Staff report prepared by Beverly Bartlow, Personnel Analyst
- Suggested Action:** Approve recommendation.
- Attachments:** [AA Exam Process-AA-Kistner.pdf](#)
16. [23-167CS](#) **PRESENTATION ON THE CIVIL SERVICE SKILL BUILDING INSTITUTE**
Presentation by Christina Pizarro Winting, Executive Director
- Suggested Action:** Receive and file.
- Attachments:** [Civil Service Skill Building Institute Report .pdf](#)
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17. STANDING COMMITTEES

Recruitment and Selection Committee

18. REPORTS FROM MANAGERS

A. Recruitment and Outreach Services Division – Crystal Slaten

B. Employment Services Division – Caprice McDonald

19. UNFINISHED BUSINESS

20. NEW BUSINESS

21. COMMENTS FROM THE PUBLIC – THE CIVIL SERVICE COMMISSION WILL HEAR FROM MEMBERS OF THE PUBLIC ON MATTERS WITHIN THE COMMISSION’S JURISDICTION.

ADJOURNMENT

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

NO HEARING

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.

បើមានការចង់បានឲ្យមានការបកប្រែឯកសារស្តីពីរបៀបរាវ និងកំណត់ហេតុឲ្យអ្នកដែលមិនចេះនិយាយអង់គ្លេស សូមមេត្តាធ្វើសំណើអ្នកតាមទូរស័ព្ទដោយហៅការិយាល័យស្មៀនក្រុងតាមរយៈលេខ (562) 570-6101 (72 ម៉ោងធ្វើការមុននឹងចាប់ផ្តើមបើកកិច្ចប្រជុំគណកម្មការធម្មនុញ្ញ)។