

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

**WEDNESDAY, MAY 25, 2022
411 W. OCEAN BOULEVARD
CIVIC CHAMBERS, 9:00 AM**

Joen Garnica, President
Erik Fallis, Vice President



Phyllis O. Arias, Commissioner
Susana Gonzalez Edmond, Commissioner
Yvonne Wheeler, Commissioner

Christina Pizarro Winting, Executive Director

FINISHED AGENDA AND DRAFT MINUTES

REGULAR MEETING

President Garnica called the Civil Service Commission to order at 9:00 a.m.

President Garnica acknowledged the people of Texas and the unfortunate events that took place in Uvalde and asked for a moment of silence to send our love to the families of those affected.

FLAG SALUTE

Brett Bruhanski representing the health department lead the flag salute.

ROLL CALL

Commissioners Erik Fallis, Yvonne Wheeler and Joen Garnica

Present:

Commissioners Phyllis O. Arias and Susana Gonzalez Edmond

Absent:

- 1. 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 at this time.

2. 22-147CS **Recommendation to approve minutes:**
Regular Meeting of May 11, 2022

A motion was made by Vice President Fallis, seconded by Commissioner Wheeler, to approve recommendation. The motion carried by the following vote:

Yes: 3 - Erik Fallis, Yvonne Wheeler and Joen Garnica

Absent: 2 - Phyllis O. Arias and Susana Gonzalez Edmond

CONSENT CALENDAR (3 - 11):

Passed the Consent Calendar

A motion was made by Vice President Wheeler, seconded by Commissioner Fallis, to approve Consent Calendar Items 3-11. The motion carried by the following vote:

Yes: 3 - Erik Fallis, Yvonne Wheeler and Joen Garnica

Absent: 2 - Phyllis O. Arias and Susana Gonzalez Edmond

3. 22-148CS **Recommendation to approve examination results:**
Aquatics Supervisor I-II Test #01
Business Systems Specialist I-VII (Digital Services Specialist) Test #04
Business Systems Specialist I-VII (Permitting Systems Administrator) Test #02
Business Systems Specialist I-VII (Software Developer) Test #04
Business Systems Specialist I-VII (Web Solutions Engineer) Test #04
*Public Safety Dispatcher I-IV - NTN EXAM Test #28 **AMENDED***
Storekeeper I-II
Water Treatment Operator I-IV Test #05

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

4. 22-149CS **Recommendation to approve bulletin(s):**
Office Services Assistant I-III
Licensed Vocational Nurse
Registered Nurse I-II
Public Health Nurse I-III

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

5. 22-150CS **Recommendation to receive and file retirement(s):**
Andrea Rodriguez, Maintenance Assistant III, Airport, (31 yrs., 9 mos.)
Alex Perez, Gardener II, Parks, Recreation, and Marine Department (34 yrs., 10 mos.)

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

6. 22-151CS

Recommendation to receive and file resignation(s):

Lovvet Hollis, Public Health Nurse II, Health Department, (1 yrs., 2 mos)

Iliana Mendoza, School Guard, Public Works, (0 mos., 0 day)

Alejandra Bravo-Hernandez, Accounting Clerk III, Development Services, (4 yrs., 1 mos)

Adam Sturgeon, Police Sergeant, Police Department, (15 yrs., 11 mos)

Joshua Lin, Fire Engineer, Fire Department, (11 yrs., 4 mos)

Christian Lopez, Maintenance Assistant I, Airport, (26 days)

Nicholas Andrade, Special Services Officer III, Police Department, (3 yrs., 2 mos)

Semaj Miller, Refuse Operator I, Public Works, (5 mos., 10 days)

Cedric Ross, Refuse Operator I, Public Works, (5 yrs., 9 mos)

Megan Winston, Personnel Analyst I, Civil Service, (3 mos., 7 days)

Milo Yukimoto, Civil Engineering Assistant. Water Department, (2 yrs., 7 mos.)

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

7. 22-152CS

Recommendation to approve transfer(s):

Christine Benn, Customer Service Representative II, Public Works to Customer Service Representative III, Energy Resources Department

Belinda Ramirez, Safety Specialist II, Harbor Department to Safety Specialist III, Human Resources

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

8. 22-153CS **Recommendation to approve reschedule for hearing(s):**
Dismissal Hearing 03-D-1920, Suggested Dates: June 1, 8 & 22, 2022
Dismissal Hearing 01-D-2021, Suggested Dates: July 6 & 13, 2022
Dismissal Hearing 04-D-2021, Suggested Dates: October 5 & 12, 2022
Suspension Hearing 04-S-1920, Suggested Dates: December 7 & 14, 2022
Suspension Hearing 13-S-1920, Suggested Dates: December 16, 2022 (Hearing Officer)

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

9. 22-154CS **COVID-19 Related: Recommendation to Extend Non-Career Hours** - Marisa Olmos, Recreation Leader Specialist VII-NC
Communication from Sheryl Bender, Superintendent of Personnel and Training, Parks, Recreation and Marine Department
Staff Report from Stephanie Herrera, Personnel Analyst

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

10. 22-155CS **COVID-19 Related: Recommendation to Extend Non-Career Hours** -Andrew Olivares, Public Health Associate
Communication from Sandra Kennedy, Administrative Officer, Health and Human Services
Staff Report from Crystal Slaten, Deputy Director

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

11. 22-156CS **Recommendation to Approve Extension of Expiring Eligible Lists (6 months)**
Staff report from Christina Pizarro Winting, Executive Director

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

REGULAR AGENDA

12. 22-157CS **RECOMMENDATION TO REQUEST PROVISIONAL APPOINTMENT** - Paul Felder, Community Services Supervisor
Communication from Sheryl Bender, Superintendent of Personnel and Training, Parks, Recreation and Marine Department
Staff Report from Stephanie Herrera, Personnel Analyst

Ms. Slaten introduce Stephanie Herrera who briefed the commission on this item. A representative of the department was present to answer questions.

A motion was made by Vice President Fallis, seconded by Commissioner Wheeler, to approve recommendation. The motion carried by the following vote:

- Yes:** 3 - Erik Fallis, Yvonne Wheeler and Joen Garnica
Absent: 2 - Phyllis O. Arias and Susana Gonzalez Edmond

13. 22-158CS

RECOMMENDATION TO REQUEST PROVISIONAL

APPOINTMENT - Veronica Ortega, Community Services
Supervisor

*Communication from Sheryl Bender, Superintendent of Personnel and
Training, Parks, Recreation and Marine Department
Staff Report from Stephanie Herrera, Personnel Analyst*

Ms. Slaten introduce Stephanie Herrera who briefed the
Commission on this item. A representative of the department was
present to answer questions.

**A motion was made by Commissioner Wheeler, seconded by
Vice President Fallis, to approve recommendation. The
motion carried by the following vote:**

Yes: 3 - Erik Fallis, Yvonne Wheeler and Joen Garnica

Absent: 2 - Phyllis O. Arias and Susana Gonzalez Edmond

14. 22-159CS

RECOMMENDATION TO APPROVE REVISED

CLASSIFICATION SPECIFICATION - Accounting Technician
*Communication from Joe Ambrosini, Director of Human
Resources, Human Resources*

Staff report from Levi Sinkler, Personnel Analyst

Ms. Slaten introduced Levi Sinkler who briefed the Commission on
this item. A representative of the department was present to answer
questions.

**A motion was made by Vice President Fallis, seconded by
Commissioner Wheeler, to approve recommendation. The
motion carried by the following vote:**

Yes: 3 - Erik Fallis, Yvonne Wheeler and Joen Garnica

Absent: 2 - Phyllis O. Arias and Susana Gonzalez Edmond

- 15. 22-160CS** **RECOMMENDATION TO APPROVE REVISED
CLASSIFICATION SPECIFICATION - Water Treatment Operator
I-IV**
*Communication from Joe Ambrosini, Director of Human
Resources, Human Resources*
Staff report from Sylvana Tamura, Personnel Analyst

Ms. Slaten introduced Sylvana Tamura who briefed the Commission on this item. A representative of the department was present to answer questions.

A motion was made by Commissioner Wheeler, seconded by Vice President Fallis, to approve recommendation. The motion carried by the following vote:

Yes: 3 - Erik Fallis, Yvonne Wheeler and Joen Garnica

Absent: 2 - Phyllis O. Arias and Susana Gonzalez Edmond

- 16. 22-161CS** **RECOMMENDATION TO APPROVE REVISED
CLASSIFICATION SPECIFICATION - Corrosion Control
Supervisor**
*Communication from Joe Ambrosini, Director of Human
Resources, Human Resources*
Staff report from Levi Sinkler, Personnel Analyst

Ms. Slaten introduced Levi Sinkler who briefed the Commission on this item. A representative of the department was present to answer questions.

A motion was made by Commissioner Wheeler, seconded by Vice President Fallis, to approve recommendation. The motion carried by the following vote:

Yes: 3 - Erik Fallis, Yvonne Wheeler and Joen Garnica

Absent: 2 - Phyllis O. Arias and Susana Gonzalez Edmond

17. 22-162CS RECOMMENDATION TO REAPPOINT RESIGNED EMPLOYEE-

Tyler Lan, Water Utility Mechanic I-III
*Communication from Christopher J. Garner, General Manager,
 Water Department*
Staff Report from Sylvana Tamura, Personnel Analyst

Ms. Slaten introduced Sylvana Tamura who briefed the commission on this item. A representative of the department was present to answer questions.

President Garnica asked about the timeline and whether there is a time limit on the priority list. Ms Tamura responded that there are no time limits at this time according to the Civil Service Rules.

President Garnica asked Ms. Tamura to provide some background on why there is no priority list for this position. Ms. McDonald clarified that a priority list exists when there is a reduction in force and candidates and employees are placed on the priority list if they are laid off. At this time, there is no one waiting for the next available vacancy; therefore, reappointment can be done.

A motion was made by Commissioner Wheeler, seconded by Vice President Fallis, to approve recommendation. The motion carried by the following vote:

Yes: 3 - Erik Fallis, Yvonne Wheeler and Joen Garnica

Absent: 2 - Phyllis O. Arias and Susana Gonzalez Edmond

18. STANDING COMMITTEES

A. Executive Committee

President Garnica informed the Commission that the committee has a meeting scheduled for Friday, June 27.

B. Recruitment and Selection Committee

No reports at this time.

C. Special Projects Committee

No reports at this time.

19. REPORTS FROM MANAGERS

A. Recruitment and Outreach Services Division - Crystal Slaten

Ms. Slaten updated the Commission on the upcoming recruitment events such as Fleet Week and Pacific Gateway's hiring event. She informed the Commission of work being done on the recruitment plan presentation and it's expected to be done in July.

B. Employment Services Division - Caprice McDonald

Ms. McDonald updated the Commission on the current recruitment of new Personnel Analysts after Megan Winston's recent departure.

C. Administration and Support Services Division - Maria Alamo

Ms. Alamo updated the commission on the recent work done by Civil Service on the Fiscal Year 2023 Budget Book. She also let the Commission know that the Non-Career presentation will be ready to go for the Civil Service Commission meeting on June 8.

D. Executive Director - Christina Pizarro Winting

Ms. Slaten informed the commission that Ms. Pizarro Winting is attending Department Head Race & Equity meeting to discuss citywide action plans and will bring that information to the Commission.

20. UNFINISHED BUSINESS

President Garnica mentioned she would like to see a Police Department presentation, now that there is baseline information, so the Commission knows what numbers look like and to have measurable tracking systems for the new classes.

21. NEW BUSINESS

President Garnica acknowledged Memorial Day and those who have served our country and given their lives for our freedom.

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

There are no comments from the public at this time.

ADJOURNMENT

President Garnica adjourned the meeting at 9:30 a.m.

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

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