

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

**WEDNESDAY, JUNE 23, 2021  
TELECONFERENCE, 8:30 AM**

Joel Garnica, President  
Brandon Dowling, Vice President



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

Christina Pizarro Winting, Executive Director

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**FINISHED AGENDA AND DRAFT MINUTES**

**SPECIAL MEETING**

**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.**

**PLEASE VIEW THE MEETING FROM YOUR COMPUTER, TABLET, OR  
SMARTPHONE VIA: [https://longbeach.granicus.com/ViewPublisher.php?view\\_id=84](https://longbeach.granicus.com/ViewPublisher.php?view_id=84)**

President Garnica called the meeting to order at 8:31 a.m.

**FLAG SALUTE**

President Garnica asked Crystal Slaten, Deputy Director of Civil Service, to lead the Pledge of Allegiance.

**ROLL CALL**

**Commissioners** Phyllis O. Arias, Yvonne Wheeler, Brandon Dowling and Joel

**Present:** Garnica

**Commissioners** Susana Gonzalez Edmond

**Absent:**

1. **COMMENTS FROM THE PUBLIC – PUBLIC WILL HAVE THE OPPORTUNITY TO ADDRESS THE COMMISSION BY SUBMITTING WRITTEN COMMENTS VIA EMAIL TO [MARLA.CAMERINO@LONGBEACH.GOV](mailto:MARLA.CAMERINO@LONGBEACH.GOV).**

There were no comments received from the public.

2. [21-187CS](#) **Recommendation to approve minutes:**  
*Special Meeting of May 26, 2021*  
*Special Meeting of June 9, 2021*

**A motion was made by Commissioner Arias, seconded by Commissioner Wheeler, to approve the Special Meeting Minutes of May 26, 2021 and June 9, 2021. The motion carried by the following vote:**

**Yes:** 4 - Phyllis O. Arias, Yvonne Wheeler, Brandon Dowling and Joen Garnica

**Absent:** 1 - Susana Gonzalez Edmond

**CONSENT CALENDAR (3 – 7):**

Commissioner Wheeler pulled Agenda Item 3 and Commissioner Arias pulled Agenda Item 4 for separate discussions.

Passed the Consent Calendar

**A motion was made by Commissioner Arias, seconded by Commissioner Wheeler, to approve Consent Calendar Items (5 - 7), except for Items (3 and 4). The motion carried by the following vote:**

**Yes:** 4 - Phyllis O. Arias, Yvonne Wheeler, Brandon Dowling and Joen Garnica

**Absent:** 1 - Susana Gonzalez Edmond

3. [21-188CS](#) **Recommendation to approve examination results:**

*Civil Engineer Test #23*  
*Electrical Engineer Test #03*  
*Fire Recruit*  
*Geologist I-II Test #01*  
*Mechanical Equipment Stock Clerk I-II*  
*Permit Technician I-II Test #01*  
*Police Officer - Lateral Test #21*  
*Public Safety Dispatcher I-IV - LATERAL Test #10*  
*Public Safety Dispatcher I-IV - NTN EXAM Test #23*  
*Public Safety Dispatcher I-IV - POST WAIVER Test #23*  
*School Guard Test #04*  
*Special Services Officer I-IV Test #54*

Commissioner Wheeler asked if demographics were available for the Fire Recruit examination results. Ms. Slaten responded that a presentation on the demographics will be placed on the agenda for a later meeting.

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

**Yes:** 4 - Phyllis O. Arias, Yvonne Wheeler, Brandon Dowling and Joen Garnica

**Absent:** 1 - Susana Gonzalez Edmond

**4. [21-189CS](#)**

**Recommendation to approve bulletin(s):**

*Environmental Specialist I-II*  
*Library Clerk I-IV*

A discussion ensued with Commissioner Arias, Ms. Ramos and Ms. McDonald regarding why Environmental Specialist I-II was only promotional. It was mentioned that there are a large number of internal candidates who apply. It was also mentioned that staff will revise the Recruitment Plan as it stated that the examination was open, competitive, but it should have stated promotional.

**A motion was made by Commissioner Arias, seconded by Commissioner Wheeler, to approve this item with the amendment of the Recruitment Plan for Environmental Specialist I-II. The motion carried by the following vote:**

**Yes:** 4 - Phyllis O. Arias, Yvonne Wheeler, Brandon Dowling and Joen Garnica

**Absent:** 1 - Susana Gonzalez Edmond

5. [21-190CS](#)

**Recommendation to receive and file retirement(s):**

*Maria Perez, Maintenance Assistant I, Police Department (20 yrs. 6 days)*

*Harold Walters, Gas Field Service Representative II, Energy Resources Department (18 yrs., 7 mos.)*

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

6. [21-191CS](#)

**Recommendation to receive and file resignation(s):**

*Cristal Johnson, Customer Service Representative II, Development Services Department (1 yr., 3 mos.)*

*Jason Kang, Building Services Supervisor, Police Department (1 yr., 3 mos.)*

*Edna Sorensen, Animal Control Officer II, Parks, Recreation and Marine Department (12 yrs., 4 mos.)*

*Brenda Sprague, Customer Service Representative III, Financial Management Department (3 yrs., 4 mos.)*

*Juanita Tyus, Customer Service Representative II, Public Works Department (1 yr., 25 days)*

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

7. [21-192CS](#)

**Recommendation for Permanent Assignment to Former Classification** - Benjamin Rosen, Fire Engineer to Firefighter  
*Communication from David Honey, Administration Bureau Manager, Fire Department*  
*Staff report prepared by Shellie Goings, Personnel Analyst*

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

**REGULAR AGENDA**

**8. [21-193CS](#) RECOMMENDATION TO RECEIVE AND FILE PRESENTATION ON THE LONG BEACH INDEPENDENT REDISTRICTING COMMISSION**

*Communication from Bradley Bounds, Redistricting Project Specialist, Office of the City Manager*

Representatives with the Independent Redistricting Commission, Bradley Bounds, Redistricting Project Specialist and Patricia Aleman, Administrative Intern, provided a presentation on the Commission as well as the importance of its Engagement Plan, which is a three-phase approach.

President Garnica thanked Mr. Bounds and Ms. Aleman for the presentation and stated that it is important that we all participate.

**A motion was made by Vice President Dowling, seconded by Commissioner Wheeler, to receive and file the presentation. The motion carried by the following vote:**

**Yes:** 4 - Phyllis O. Arias, Yvonne Wheeler, Brandon Dowling and Joen Garnica

**Absent:** 1 - Susana Gonzalez Edmond

**9. [21-194CS](#) RECOMMENDATION TO REQUEST PROVISIONAL APPOINTMENT - Administrative Aide**

*Communication from Sandra Kennedy, Administrative Officer, Financial Management Department  
Staff report prepared by Desiree Davalos, Personnel Analyst*

Ms. Slaten introduced Ms. Davalos who briefed the Commission regarding this item.

A representative from Financial Management was on the call to

answer questions.

Commissioner Arias wanted to confirm that an eligible list will be available by September. Ms. Davalos responded that she was correct. Ms. Davalos stated that staff expects to open the recruitment in July with examination results being approved by Commission in September.

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

**Yes:** 4 - Phyllis O. Arias, Yvonne Wheeler, Brandon Dowling and Joen Garnica

**Absent:** 1 - Susana Gonzalez Edmond

10. [21-195CS](#)

**RECOMMENDATION TO APPROVE REVISED**

**CLASSIFICATION SPECIFICATION - Tree Trimmer I-II**

*Communication from Joe Ambrosini, Director, Human Resources Department*

*Staff report prepared by Jami Kerr-Jenkins, Personnel Analyst*

Ms. Slaten introduced Ms. Kerr-Jenkins who briefed the Commission regarding this item.

Representatives from the Departments of Public Works and Human Resources were available to answer questions.

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

**Yes:** 4 - Phyllis O. Arias, Yvonne Wheeler, Brandon Dowling and Joen Garnica

**Absent:** 1 - Susana Gonzalez Edmond

11. [21-196CS](#)

**RECOMMENDATION TO APPROVE BULLETIN(S):**

*Tree Trimmer I-II*

President Garnica stated that now that the revised classification specification for Tree Trimmer I-II has been approved, she would

like a motion to approve the bulletin.

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

**Yes:** 4 - Phyllis O. Arias, Yvonne Wheeler, Brandon Dowling and Joen Garnica

**Absent:** 1 - Susana Gonzalez Edmond

## **12. STANDING COMMITTEES**

### *A. Executive Committee*

President Garnica reported that a meeting will be scheduled soon to discuss upcoming items.

### *B. Recruitment and Selection Committee*

There were no new updates from the Recruitment and Selection Committee.

### *C. Special Projects Committee*

President Garnica asked Ms. Slaten to provide an update related to repopulation. Ms. Slaten reported that it is expected that all Boards and Commissions begin meeting in-person following the City Council meeting of July 6th. She stated that since the Civil Service Commission has a meeting scheduled for July 7th, it is expected that the Commission meets in-person. She also mentioned that members of the public will be permitted to attend meetings in-person to address the Commission. Ms. Slaten stated that telephonic meetings are allowable through September 30, 2021. If there is a need to conduct a hybrid meeting, staff will need to reach out to the City Clerk's office as well as the Department of Technology and Innovation to confirm that there are resources available. President Garnica asked if conducting in-person meetings was mandatory. Ms. Slaten responded that it would be dependent upon whether the City Clerk's office and the Department of Technology and Innovation had the resources to do this. She stated that it was made clear that Boards and Commissions should try to get back to a normal pre-COVID meeting schedule. Mr. Anderson stated that proper notice needs to be given for in-person meetings.

President Garnica stated that attorneys are not available on July 7th to conduct an in-person hearing and asked Ms. Slaten if she had any updates. Ms. Slaten responded that the attorneys are working to gather witnesses for a potential 2-day

hearing on July 14th and July 21st. She reported that the Commission will not have a hearing on July 28th due to the availability of one of the attorneys. Ms. Slaten also reported that the Executive Team with the Harbor Department is still assessing when they plan to reopen the building to the public and staff will keep the Commission updated. She also stated that Civic Chambers is not available for a full-day hearing.

President Garnica and Commissioner Arias discussed the possibility of conducting hearings at the Water Department as City Hall was not a viable option. Commissioner Arias is hoping that a schedule will be available for the Commission to approve on July 7th.

### 13. REPORTS FROM MANAGERS

#### *A. Recruitment and Outreach Services Division - Crystal Slaten*

Ms. Slaten did not have updates to report.

#### *B. Employment Services Division - Caprice McDonald*

Ms. McDonald provided an update on the Administrative Analyst recruitment process and stated that it is almost complete. She expects to have examination results by the next Commission meeting. In addition, Ms. McDonald reported that Employment Services staff have been working on the recruitment for Police Sergeant with a total of 45 candidates and Fire Engineer with a total of 16 candidates and thanked Ms. Ramos, Ms. Davalos, Ms. Goings and Ms. Tamura for their work. Ms. McDonald reported that staff plan to bring the demographics for Fire Recruit to the next Commission meeting.

#### *C. Administration and Support Services Division - Maria Alamo*

Ms. Alamo did not have any updates to report.

#### *D. Executive Director - Christina Pizarro Winting*

Ms. Pizarro Winting is currently on vacation and was not available to report.

### 14. UNFINISHED BUSINESS

There was no unfinished business to discuss.

### 15. NEW BUSINESS



President Garnica mentioned that she is excited to see everyone at the next meeting. She thanked Commissioners, staff and city departments for withstanding the past year.

President Garnica mentioned that although Ms. Sandra Kennedy was having technical issues and was not able to do the Flag Salute but wanted to thank her for volunteering.

### **ADJOURNMENT**

President Garnica adjourned the meeting at 9:20 a.m.

### **NO HEARING**

I, Marla Camerino, 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.

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