

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

**WEDNESDAY, JUNE 7, 2023  
411 W. OCEAN BOULEVARD  
CIVIC CHAMBERS, 9:00 AM**

Erik Fallis, President  
Susana Gonzalez Edmond, Vice President



Phyllis O. Arias, Commissioner  
Joel Garnica, Commissioner

Christina Pizarro Winting, Executive Director

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**FINISHED AGENDA AND MINUTES**

**CIVIL SERVICE COMMISSION**

**REGULAR MEETING**

President Fallis called the meeting to order at 9:14 a.m.

**FLAG SALUTE**

Assistant Fire Chief Karen Rindone, representing the Fire Department, led the flag salute. After the salute, Chief Rindone introduced herself to the Commission and the Commission congratulated her on her new role and shared their excitement to be working with Chief Rindone.

**ROLL CALL**

**Commissioners** Phyllis O. Arias, Joel Garnica and Erik Fallis

**Present:**

**Commissioners** Susana Gonzalez Edmond

**Absent:**

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

There were no comments from the public.

2. [23-169CS](#)

**Recommendation to approve minutes:**

*Regular Meeting of May 24, 2023*

*Special Meeting of May 31, 2023 - Planning Meeting*

**A motion was made by Commissioner Garnica, seconded by Commissioner Arias, to approve minutes of regular meeting of May 24, 2023. The motion carried by the following vote:**

**Yes:** 3 - Phyllis O. Arias, Joen Garnica and Erik Fallis

**Absent:** 1 - Susana Gonzalez Edmond

Ms. Pizarro Winting amended the minutes to correct an error under the flag salute item. The minutes should reflect that Julia Smay, representing the Civil Service Department, led the flag salute. Mrs. Smay acknowledged the correction.

**A motion was made by Commissioner Arias, seconded by Commissioner Garnica, to approve minutes of special planning meeting of May 31, 2023, as amended. The motion carried by the following vote:**

**Yes:** 3 - Phyllis O. Arias, Joen Garnica and Erik Fallis

**Absent:** 1 - Susana Gonzalez Edmond

**CONSENT CALENDAR (3 - 9):**

Commissioner Arias pulled items 7, 8, and 9 for discussion.

Passed the Consent Calendar

**A motion was made by Commissioner Garnica, seconded by Commissioner Arias, to approve Consent Calendar Items 3, 4, 5, and 6, except for items 7, 8, and 9. The motion carried by the following vote:**

**Yes:** 3 - Phyllis O. Arias, Joen Garnica and Erik Fallis

**Absent:** 1 - Susana Gonzalez Edmond

3. [23-170CS](#)

**Recommendation to approve examination results:**

*Ambulance Operator Test #03*

*Capital Projects Coordinator I-IV Test #06*

*Civil Engineer Test #33*

*Emergency Medical Educator Test #03 - (AMENDED)*

*Permit Technician I-II Test #04*

*Police Recruit Test #26*

*Public Health Nurse I-III Test #02*

*Public Safety Dispatcher I-IV 911 Dispatcher (Entry Level - NTN Exam) Test #45*

*Refuse Operator I-III Test #40*

*Supervisor Stores & Property*

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

4. [23-171CS](#)

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

*Gregory Jensen, Police Officer, Police Department, (25 yrs., 6 mos.)*

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

5. [23-172CS](#)

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

*Christian Lopez, Police Property and Supply Clerk I, Police Department, (1 yr., 4 mos.)*

*Anthony Pelayo, Special Services Officer III, Police Department, (4 days)*

*Andrew Stanton, Police Recruit, Police Department, (4 days)*

*Diego Perez, Equipment Mechanic I, Financial Management, (3 yrs., 9 mos.)*

*Cesar Zazueta-Garcia, Ambulance Operator, Fire Department, (11 mos., 2 days)*

*Charles Taylor, Ambulance Operator, Fire Department, (11 mos., 1 day)*

*Yarden Shwartz, Survey Technician, Harbor Department, (2 mos., 20 days)*

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

6. [23-173CS](#)

**Recommendation for Permanent Assignment to Former**

**Classification -** Martin Murillo Beltran, Clerk Typist III

*Communication from Elsa Ramos, Personnel Administrator, Police Department*

*Staff report prepared by Maria Cano, Personnel Analyst*

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

7. [23-174CS](#)

**Recommendation for Permanent Assignment to Former Classification** - Elizabeth Ibarra, Personnel Assistant II-CONF  
*Communication from Omar Ramos, Administrative Officer, Human Resources*  
*Staff report prepared by Tarsha Moses, Personnel Analyst*

A discussion occurred between the Commission and staff about why reversions need to come to Commission for approval, and Ms. McDonald explained that when an employee leaves the classified service to an unclassified position they sign a waiver, and it needs to come to the Commission for the employee to revert back to their classified position.

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

**Yes:** 3 - Phyllis O. Arias, Joen Garnica and Erik Fallis

**Absent:** 1 - Susana Gonzalez Edmond

8. [23-175CS](#)

**Recommendation for Permanent Assignment to Former Classification** - Saren Mason, Personnel Analyst III-CONF  
*Communication from Omar Ramos, Administrative Officer, Human Resources*  
*Staff report prepared by Tarsha Moses, Personnel Analyst*

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

**Yes:** 3 - Phyllis O. Arias, Joen Garnica and Erik Fallis

**Absent:** 1 - Susana Gonzalez Edmond

9. [23-176CS](#)      **Recommendation for Permanent Assignment to Former Classification** - Jacqueline Menjivar, Administrative Analyst III-CONF  
*Communication from Omar Ramos, Administrative Officer, Human Resources*  
*Staff report prepared by Tarsha Moses, Personnel Analyst*

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

**Yes:** 3 - Phyllis O. Arias, Joen Garnica and Erik Fallis

**Absent:** 1 - Susana Gonzalez Edmond

#### **REGULAR AGENDA**

10. [23-177CS](#)      **RECOMMENDATION TO APPROVE BULLETIN-** Administrative Aide I-II  
*Presentation by Maria Cano, Personnel Analyst*

Ms. Pizarro Winting introduced Ms. Cano, who briefed the Commission on this item.

A discussion between the Commission and staff occurred regarding the recruitment plan and recruitment strategies for this classification.

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

**Yes:** 3 - Phyllis O. Arias, Joen Garnica and Erik Fallis

**Absent:** 1 - Susana Gonzalez Edmond

11. [23-178CS](#)

**RECOMMENDATION TO APPROVE BULLETIN-** School Guard

*Presentation by Tarsha Moses, Personnel Analyst*

Ms. Pizarro Winting introduced Ms. Moses, who briefed the Commission on this item.

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

**Yes:** 3 - Phyllis O. Arias, Joen Garnica and Erik Fallis

**Absent:** 1 - Susana Gonzalez Edmond

12. [23-179CS](#)

**RECOMMENDATION TO APPROVE PROVISIONAL**

**APPOINTMENT** - Grace Chun, Public Affairs Assistant

*Communication from Dawn Henderson, Administrative Officer,  
Public Works*

*Staff report prepared by Tarsha Moses, Personnel Analyst*

Ms. Pizarro Winting introduced Ms. Moses, who briefed the Commission on this item.

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

**Yes:** 3 - Phyllis O. Arias, Joen Garnica and Erik Fallis

**Absent:** 1 - Susana Gonzalez Edmond

13. [23-180CS](#)

**RECOMMENDATION TO APPROVE PROVISIONAL  
APPOINTMENT** - Froilan Diaz, Office Services Supervisor

*Communication from Nicole Gross, Administrative Officer,  
Technology and Innovation*

*Staff report prepared by Salvador Barajas, Personnel Analyst*

Ms. Pizarro Winting introduced Mr. Barajas, who briefed the Commission on this item.

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

**Yes:** 3 - Phyllis O. Arias, Joen Garnica and Erik Fallis

**Absent:** 1 - Susana Gonzalez Edmond

14. [23-181CS](#)

**RECOGNITION OF FORMER CIVIL SERVICE COMMISSIONER  
YVONNE WHEELER**

This item was moved to the beginning of the agenda.

Ms. Pizarro Winting introduced former Commissioner Wheeler, who thanked the Commission for the recognition and spoke warmly about her time serving in the Civil Service Commission. Each Commissioner thanked Ms. Wheeler for all her work and wished her well in her future endeavors.

15. **STANDING COMMITTEES**

**Recruitment and Selection Committee**

No report at this time.



## **16. REPORTS FROM MANAGERS**

### **Administration and Support Services Division – Maria Alamo Executive Director – Christina Pizarro Winting**

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

Ms. Alamo informed the Commission on the Non-Career extension training that the division will be providing under the Civil Service Skill Building Institute program and thanked Ms. Kerr and the staff who will conduct the training. Commissioner Garnica recognized the staff for the training that is being provided to the organization and reminded stakeholders and departments that is their responsibility to attend these trainings.

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

Ms. Pizarro Winting thanked Ms. Alamo for the work on the trainings provided by her division and mentioned that staff takes notes on the feedback that is being received during the commission meetings to continue improving the trainings provided by the Civil Service Skill Building Institute. Ms. Pizarro Winting welcomed and introduced the newest Personnel Analyst, Ms. Laura Baeza, who thanked the Commission for this opportunity to join the team. Ms. Pizarro Winting shared that the Commission has created the Civil Service Opportunity Beach Initiatives Ad Hoc Committee to work on initiatives related to the Mayor's Opportunity Beach Agenda. Ms. Pizarro Winting informed the Commission that the department is working with the BakerTilly firm, who will provide a comprehensive assessment of the department and provide mapping of processes. Commissioner Arias asked about a timeline of completion for this project, and Ms. Pizarro Winting explained that there is no timeline as of yet.

Commissioner Garnica wanted the record to reflect that Commissioner Arias and President Fallis are the members leading this committee and asked when the new Commissioners will be joining, and Ms. Pizarro Winting explained that staff is waiting for the new Commissioners to submit all the required items to complete onboarding.

## **17. UNFINISHED BUSINESS**

There was no unfinished business to discuss.

## **18. NEW BUSINESS**

There was no new business to discuss.

**19. 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.

**ADJOURNMENT**

Before adjourning, President Fallis acknowledged pride month and all the important work that LGBTQ+ community continues to do to progress their rights during a time when neighboring areas are not being supportive of this progress.

President Fallis adjourned the meeting at 9:57 a.m.

**NO HEARING**

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

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