



CITY OF LOS ANGELES BOARD OF CIVIL SERVICE COMMISSIONERS

AGENDA

COMMISSIONERS

GUY LIPA

President

KARLA M. GOULD

Vice President

JEANNE A. FUGATE

MONIKA KIRENGA

NANCY P. MCCLELLAND

Commissioners

**REGULAR MEETING – 10:00 A.M.
THURSDAY, AUGUST 14, 2025
IN-PERSON MEETING
ROOM 350, PERSONNEL BUILDING
700 EAST TEMPLE STREET
LOS ANGELES, CALIFORNIA 90012**

In conformance with Government Code § 54950 (The Brown Act) this in-person meeting of the Board of Civil Service Commissioners will permit any person wishing to address the Commission in public comment an opportunity by visiting the posted meeting location of the Commission in-person or by dialing (669) 900-6833, to make a public comment virtually. Follow the prompts and enter the Meeting ID code **862 5866 7554** followed by the pound sign (#). When asked, enter the passcode **341923** and the pound sign (#) again to continue. Public Comment should be within the subject jurisdiction of the Board. Please dial *9 when the Commission reaches “Public Comment,” item three on this Minutes. The caller will be called upon and the phone or device un-muted. Speakers should state and spell their name for the record before beginning their one minute of public comment.

Digital audio recordings of Commission Board meetings are available for download by sending and detachable storage device for 30 days after each meeting. Information on acquiring an audio copy of a meeting may be obtained by contacting the Commission Office at (213) 473-9107. Website: <http://www.lacity.org>

1. CALL TO ORDER

2. PUBLIC COMMENTS ON MATTERS WITHIN BOARD’S JURISDICTION

Time set aside for the Board to hear comments in person or via Zoom Link on matters of interest to the public that are **within the subject jurisdiction of the Board**. No single speaker shall exceed **one** minute.

Any person who is compensated to monitor, attend or speak at this meeting of the Board of Civil Service Commissioners is required by City law (Los Angeles Municipal Code § 48.01 *et seq.*) to register as a lobbyist and report your activity to the City Ethics Commission.

3. COMMISSION ACTION ON ROUTINE AND OTHER MATTERS

Consideration of routine and non-appearance matters under New Business, pages four thru 10 items 6 and 7. Any member may call out an individual item noted within his item for discussion prior to vote.

4. GENERAL MANAGER’S REPORT

5. APPEAL UNDER CHARTER SECTION 1016 ,

a. Soledad CARONA, Administrative Clerk, Department of Water & Power.

Suspension effective August 12, 2024 to August 23, 2024, inclusive, (10-working days).

A. FIND that the City's *Skelly* due process provisions were met.

B. Causes of Action:

- 1) SUSTAIN the cause of action of a violation of Department Manual 50.04 D-1: Refusing to perform reasonable work assignments and cooperate with supervisors and management in the performance of duties.
- 2) SUSTAIN the cause of action of a violation of Department Manual 50.04 B-5: Failure to carry out assigned work or responsibilities adequately, directly or promptly.

C. FIND that the Suspension effective August 12, 2024 to August 23, 2024, inclusive, (10-working days) was appropriate and is SUSTAINED.

D. ADOPT the findings and conclusions in the Hearing Examiner's report as the Board's own.

File No. 55955

COMMISSION ACTION

5. APPEAL UNDER CHARTER SECTION 1016 , (Continued)

b. Domonique WARD, Traffic Officer II, Department of Transportation.

Discharge effective January 13, 2024.

A. FIND that the City’s *Skelly* due process provisions were met.

B. Causes of Action:

1) SUSTAIN the cause of action of improper behavior in relations with supervisors, fellow employees or the public: Unauthorized possession of dangerous weapons, such as firearms or knives on City property.

2) SUSTAIN the cause of action of a violation of safety rule or practices, which endangers the employee or others or damages City property or equipment.

C. FIND that the Discharge effective January 13, 2024, was appropriate and is SUSTAINED.

D. ADOPT the findings and conclusions in the Hearing Examiner’s report as the Board’s own.

File No. 55667

COMMISSION ACTION

6. ADMINISTRATIVE ACTIONS

- a. The General Manager recommends that:

Pursuant to Civil Service Rule 4.2, the Board of Civil Service Commissioners shall make the significant changes in the following bulletins promulgated on the date noted a matter of record.

June 29, 2025

Interdepartmental Promotional

Senior Gardener

July 11, 2025

Interdepartmental Promotional

Senior Architectural Drafting Technician

Open Competitive

Airport Police Officer

Airport Police Specialist (Lateral)

Police Officer

Police Specialist (Lateral)

Port Police Officer

Port Police Specialist (Lateral)

July 18, 2025

Interdepartmental Promotional

Chief Security Officer

Senior Roofer

Interdepartmental Promotional and Open Competitive

Industrial Graphics Supervisor

August 1, 2025

Interdepartmental Promotional and Open Competitive

Refuse Collection Truck Operator

Supervising Occupational Health Nurse

- b. Make a matter of record the General Manager's action in approving the use of the following Special Examining Assistants:

1) **ARTS MANAGER**

Sarah CIFARELLI, Arts Manager II, Department of Airports, Juan GARCIA, Development and Marketing Director, Department of Cultural Affairs.

2) **BLACKSMITH**

Erik NIELSEN, Senior Machinist Supervisor and Robert RODRIGUEZ, Structural Steel Fabricator Supervisor, Department of Water & Power.

3) **PRINCIPAL PUBLIC RELATIONS REPRESENTATIVE**

Shelia GONZALES, Public Information Director I, Harbor Department, Nicole CARCEL, Public Information Director II, Department of Airports.

4) **SENIOR BENEFITS ANALYST**

Paul MAKOWSKI, Chief Benefits Analyst, Personnel Department, Mary Frances SANDOVAL, Assistant Retirement Plan Manager, Department of Water & Power.

5) **SENIOR UTILITY SERVICES SPECIALIST**

Enayet Rasel MIAH and Leslie Veronica MCKAY-MARTIN, Utility Services Managers, Department of Water & Power

6) **WATER UTILITY WORKER**

Ultiminio TORRES and Victor ACEVES, Water Utility Supervisors, Department of Water & Power

File No.

6. ADMINISTRATIVE ACTIONS. (Continued)

c. Make a matter of record the General Manager's action in approving the use of the following Special Examining Assistants:

1. **ASSISTANT COMMUNICATION CABLE WORKER**

Miguel VARGAS, Senior Communications Cable Worker and Mark GATTO, Communications Cable Supervisor, Department of Water & Power

2. **AUTO BODY BUILDER AND REPAIRER**

Anibal CASTELLANOS, Senior Equipment Mechanic and Mark WYRICK, General Automotive Supervisor, Los Angeles Police Department, Hector MEZA, Auto Body Repairer Supervisor II and Alexander ANDERSON, Automotive Supervisor, Department of General Services, Daniel Walker, Auto Body Repairer Supervisor II, Los Angeles Fire Department.

3. **PERSONNEL RECORDS SUPERVISOR**

Shannon CHERRY, Senior Personnel Analyst II, Personnel Department and Tamisha WATERS, Risk Manager I, Office of the City Administrative Officer.

4. **PRINCIPAL CLERK**

Adriana RENTERIA, Director of Airports Administration, Department of Airports, Antoinette BARRIOS, Management Analyst, Department of Public Works, Bureau of Street Services.

5. **REAL ESTATE OFFICER**

Michael GALVIN, Property Manager, Harbor Department, Scott CIMINO, Senior Real Estate Officer, Department of Water & Power.

6. **SAFETY ENGINEERING ASSOCIATE**

Felix QUAN, Safety Engineer, Department of Airports, Manuel SANDOVAL, Risk Manager, Department of Water & Power.

7. **SENIOR ARCHITECTURAL DRAFTING TECHNICIAN**

Celso Del POSO, Senior Architect, Department of Public Works, Bureau of Engineering, Michael L LUNNEN, Principal Civil Engineering Drafting Technician, Department of Water & Power.

8. **SIGN PAINTER**

Joseph MENDOZA, Construction and Maintenance Supervisor, Department of Water & Power.

9. **TITLE EXAMINER**

Alecia MCGINNIS, Senior Real Estate Officer, Department of General Services, Uriel JIMENEZ, Chief Real Estate Officer II, Department of Public Works, Bureau of Engineering.

10. **UTILITY ADMINISTRATOR**

Jason PEREZ, Utility Administrator VI, and Graciela REYNOSA, Utility Administrator IV, Department of Water & Power.

11. **UTILITY ADMINISTRATOR - MARCH ADMIN**

Thomas SIMONOVSKI and Deitra BARNETT, Directors of Human Resources, Department of Water & Power

File No.

August 14, 2025

5. ADMINISTRATIVE ACTIONS. (Continued)

- d. Approve the change of the test of fitness method in the open and interdepartmental promotional examination for **Customer Service Representative**. The examination will consist of a qualifying multiple-choice test and a weighted interview (100%).
File No.
- e. Approve the change of the test of fitness method in the interdepartmental promotional and open competitive examination for **Refuse Collection Truck Operator**. The examination will be comprised of a weighted performance test (100%).

COMMISSION ACTION

7. CLASSIFICATION ACTIONS

- a. The General Manager recommends that the Board of Civil Service Commissioners approve the following Classification actions:

1. Allocate the following new positions in the **Joint System** of the **Department of Water & Power**, as indicated:

<u>DWP No.</u>	<u>No. of Positions</u>	<u>DDR No.</u>	<u>Class Title and Code</u>
7270	4	38-31006	Labor Supervisor, 3126
7277	1	93-35145	Heavy Duty Truck Operator, 3584
7278	1	93-13641	Senior Administrative Clerk, 1368
7283	2	94-11031	Systems Administrator, 1455
7285	1	95-14092	Information Systems Manager, 1409
7286	1	91-13637	Administrative Clerk, 1358
7287	1	94-13641	Senior Administrative Clerk, 1368
7288	1	95-15390	Management Assistant, 1539
7289	2	95-91052	Utility Administrator, 9105
7291	1	91-11019	Programmer Analyst, 1431
7293	1	93-37108	Senior Heavy Duty Equipment Mechanic, 3745
7295	1	95-91052	Utility Administrator, 9105
7296	1	95-79573	Structural Engineering Associate, 7957
7298	2	95-91850	Staff Assistant to General Manager Water and Power, 9185
7299	1	93-13637	Administrative Clerk, 1358
7301	4	95-35600	Helicopter Pilot, 3560
7302	1	93-13641	Senior Administrative Clerk, 1368
7307	1	91-13138	Senior Clerk Stenographer, 1323
7308	2	94-11032	Programmer Analyst, 1431
7313	2	93-31003	Principal Security Officer, 3200
7318	1	93-31004	Chief Security Officer, 3187

2. Allocate the following new positions in the **Power System** of the **Department of Water & Power**, as indicated:

<u>DWP No.</u>	<u>No. of Positions</u>	<u>DDR No.</u>	<u>Class Title and Code</u>
7272	3	91-17020	Management Analyst, 9184
7281	1	94-72167	Civil Engineer, 7237
7309	4	95-75252	Electrical Engineering Associate, 7525
7310	1	94-72055	Office Engineering Technician, 7212
7311	1	94-13641	Senior Administrative Clerk, 1368
7312	2	72-72073	Civil Engineering Drafting Technician, 7232
7315	4	95-52651	Electrical Services Manager, 5265
7316	1	94-72030	Senior Architectural Drafting Technician, 7208

7. CLASSIFICATION ACTIONS, (Continued)

- a. The General Manager recommends that the Board of Civil Service Commissioners approve the following Classification actions (Continued).

3. Allocate the following new positions in the **Water System** of the **Department of Water & Power**, as indicated:

<u>DWP No.</u>	<u>No. of Positions</u>	<u>DDR No.</u>	<u>Class Title and Code</u>
7269	1	95-94064	Managing Water Utility Engineer, 9406
7273	1	93-13641	Senior Administrative Clerk, 1368
7274	1	93-35139	Power Shovel Operator, 3558
7275	1	93-35144	Heavy Duty Truck Operator, 3584
7276	1	95-75253	Electrical Engineering Associate, 7525
7279	7	93-33113	Cement Finisher, 3353
7280	11	95-96026	Water Services Manager, 9602
7282	1	95-94062	Managing Water Utility Engineer, 9406
7284	3	93-37008	Welder, 3796
7290	5	95-72462	Civil Engineering Associate, 7246
7292	2	95-96023	Water Services Manager, 9602
7294	7	95-96025	Water Services Manager, 9602
7297	2	93-33104	Cement Finisher Supervisor, 3354
7300	1	93-72030	Survey Party Chief, 7286
7303	1	93-17130	Data Analyst, 1779
7304	1	93-72111	Senior Hydrographer, 7264
7305	1	38-72137	Engineering Designer, 7217
7314	1	93-72102	Hydrographer, 7263
7319	1	95-94061	Managing Water Utility Engineer, 9406

4. Allocate the following new position for the Department of Airports, as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
4091	1	Airport Information Specialist, 1783

5. Allocate the following new positions for the **Office of Finance**, as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
4092	3	Communications Information Representative, 1461
4093	6	Management Analyst, 9184
4094	4	Management Assistant, 1539

6. Allocate the following new position for the **Harbor Department**, as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
4095	1	Senior Administrative Clerk, 1368

7. Allocate the following new positions for the **Department of Public Works, Bureau of Street Lighting** as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
4096	1	Street Lighting Engineer, 7537
4097	1	Street Lighting Engineer, 7537

7. CLASSIFICATION ACTIONS, (Continued)

- a. The General Manager recommends that the Board of Civil Service Commissioners approve the following Classification actions (Continued).

8. Allocate the following new position for the **Planning Department**, as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
4098	1	Senior Architect, 7297

9. Allocate the following new positions for the **Animal Services Department**, as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
4099	1	Veterinary Technician, 2369
4100	1	Senior Animal Control Officer, 4316
4101	3	Administrative Clerk, 1358
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- b. The General Manager recommends that the Board of Civil Service Commissioners approve the following Classification actions in connection with the 2025-2026 Budget, effective July 1, 2025.

1. Allocate the following positions:

<u>CSC No.</u>	<u>Positions</u>	<u>Class Title and Code</u>
<u>DEPARTMENT OF HOUSING</u>		
25/26-037	1	Housing Programs Manager, 8500
25/26-038	2	Financial Development Officer, 1571
25/26-039	1	Management Analyst, 9184
25/26-040	1	Housing Programs Manager, 8500
25/26-041	5	Financial Development Officer, 1571
25/26-042	2	Financial Development Officer, 1571
25/26-043	3	Housing Planning and Economic Analyst, 8404
25/26-044	9	Communications Information Representative, 1461
25/26-045	1	Communications Information Representative, 1461
25/26-046	1	Senior Management Analyst, 9171
25/26-047	1	Director of Enforcement Operations, 4266
<u>DEPARTMENT OF PUBLIC WORKS,</u>		
<u>BUREAU OF -CONTRACT ADMINISTRATION</u>		
25/26-051	1	Compliance Program Manager, 9165
25/26-052	1	Data Analyst, 1779
25/26-053	3	Management Analyst, 9184
<u>DEPARTMENT OF PUBLIC WORKS,</u>		
<u>BUREAU OF -STREET LIGHTING</u>		
25/26-055	1	Street Lighting Engineering Associate, 7527
25/26-056	3	Street Lighting Engineering Associate, 7527
25/26-057	1	Street Lighting Electrician, 3811
25/26-058	1	Assistant Street Lighting Electrician, 3809
25/26-059	1	Cement Finisher, 3353
25/26-060	1	Cement Finisher Worker, 3351

25/26-061	1	Street Lighting Electrician, 3811
25/26-062	1	Welder, 3796
25/26-063	1	Electrical Craft Helper, 3799
25/26-064	1	Assistant Street Lighting Electrician, 3809
25/26-065	1	Street Lighting Engineer, 7537

OFFICE OF THE CITY CONTROLLER

25/26-066	1	Financial Management Specialist, 9198
25-26-067	1	Financial Management Specialist, 9198
25/26-068	1	Financial Management Specialist, 9198
25/26-069	1	Financial Management Specialist, 9198
25/26-070	1	Internal Auditor, 1625
25/26-071	1	Senior Accountant, 1523

LOS ANGELES DEPARTMENT OF FIRE AND POLICE

PENSIONS

25/26-072	1	Senior Administrative Clerk, 1368
25-26-073	1	Accountant, 1513
25/26-074	1	Benefits Analyst, 9108

File No.

c. The General Manager recommends that the Board of Civil Service Commissioners approve the exemption of the following position in the **Los Angeles Housing Department** (LAHD) in accordance with Charter Section 1001(d)(4), based on the positions being grant-funded for a term not to exceed two years.

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
4102	1	Senior Project Coordinator, 1538

File No.

COMMISSION ACTION

11 **ADJOURNMENT**