

MINUTES

Wednesday, April 17, 2024

City of Huntington Beach PERSONNEL COMMISSION

5:30 PM – Meeting Room B-8
Lower Level, 2000 Main Street
Huntington Beach, CA 92648

CALL TO ORDER

The meeting was called to order at 5:30 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

Commissioners present: Katherine Elford, Dianne Thompson, Charles Barsam, Justin Betance

Ron Pascual arrived at 5:45 PM

Commissioners absent: None

City Staff present: Marissa Sur, Director of Human Resources, Patricia Albers, Principal Human Resources Analyst, Teresa De Coite, Senior Administrative Assistant, Tom Herbel, City Engineer, Oscar Garcia, Police Captain

PUBLIC COMMENTS

None

DIRECTOR'S REPORT

The City of Huntington Beach's new Director of Human Resources and Secretary to the Personnel Commission, Marissa Sur, introduced herself to the Commission.

CONSENT CALENDAR

APPROVAL OF MINUTES

24-161 A motion was made by Thompson, second by Betance to approve the minutes for the January 17, 2024 meeting.

VOTE:	The motion was carried
AYES:	3 (Elford, Barsam, Betance)
NOES:	0
ABSENT:	1 (Pascual)
ABSTAIN:	1 (Thompson)

24-181 A motion was made by Thompson, second by Betance to approve the minutes for the February 27, 2024 meeting.

VOTE: The motion was carried
AYES: 3 (Elford, Betance, Thompson)
NOES: 0
ABSENT: 1 (Pascual)
ABSTAIN: 1 (Barsam)

24-282 Approve the revisions to the **Public Works Maintenance Crew Leader** Job Class Specification, updating the City's Classification Plan.

A motion was made by Thompson, second by Betance to approve the job class specifications as amended.

VOTE: The motion was carried
AYES: 4 (Elford, Thompson, Barsam, Betance)
NOES: 0
ABSENT: 1 (Pascual)
ABSTAIN: 0

PUBLIC HEARING ITEMS

24-283 Approve the creation of the **Capital Projects Supervisor** Job Class Specification, updating the City's Classification Plan.

A motion was made by Thompson, second by Barsam to approve the job class specifications as presented.

VOTE: The motion was carried
AYES: 4 (Elford, Thompson, Barsam, Betance)
NOES: 0
ABSENT: 1 (Pascual)
ABSTAIN: 0

24-284 Approve the creation of the **Real Time Crime Center Specialist** Job Class Specification, updating the City's Classification Plan.

A motion was made by Thompson, second by Betance to approve the job class specifications as presented.

VOTE: The motion was carried
AYES: 4 (Elford, Thompson, Barsam, Betance)
NOES: 0
ABSENT: 1 (Pascual)
ABSTAIN: 0

24-286 Approve the creation of the **Real Time Crime Center Supervisor** Job Class Specification, updating the City's Classification Plan.

A motion was made by Barsam, second by Thompson to approve the job class specifications as presented.

VOTE: The motion was carried
AYES: 4 (Elford, Thompson, Barsam, Betance)
NOES: 0
ABSENT: 1 (Pascual)
ABSTAIN: 0

COMMENTS FROM COMMISSIONERS

Commissioner Pascual arrived at 5:45 and apologized to the Commission for being late and that he had sent a notification just prior to the meeting that he was on his way and stuck in traffic and would arrive as soon as possible. Chair Elford commented that this was her last scheduled Personnel Commission meeting as her term ends on June 30, 2024.

ADJOURNMENT

The meeting adjourned at 5:48 PM.