

MINUTES

Wednesday, January 15, 2025

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: Dianne Thompson, Charles Barsam, Justin Betance

Commissioners absent: Ron Pascual

Council Liaison present: Don Kennedy

City Staff present: Marissa Sur, Director of Human Resources, Marisa Areyan, Senior Human Resources Analyst, Teresa De Coite, Senior Administrative Assistant

PUBLIC COMMENTS

None

NOMINATE AND ELECT CHAIR AND VICE-CHAIR

Marissa Sur read the Commission the relevant section of the By-laws concerning nomination and appointment.

A motion was made by Commissioner Betance, second by Commissioner Barsam to nominate Commissioner Thompson as Chair of the Personnel Commission.

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

A motion was made by Chair Thompson, second by Commissioner Barsam to nominate Commissioner Betance as Vice-Chair of the Personnel Commission.

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

CONSENT CALENDAR

24-696 A motion was made by Vice-Chair Betance, second by Chair Thompson to approve the minutes for the April 17, 2024 meeting.

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

24-845 Approve the revisions to the **Detention Officer** Job Class Specification, updating the City's Classification Plan.

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

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

24-920 Approve the revisions to the **Detention Shift Supervisor** Job Class Specification, updating the City's Classification Plan.

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

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

24-921 Approve the revisions to the **Police Records Specialist** Job Class Specification, updating the City's Classification Plan.

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

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

24-922 Approve the revisions to the **Public Works Maintenance Supervisor** Job Class Specification, updating the City's Classification Plan.

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

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

24-923 Approve the revisions to the **Water Quality Specialist** Job Class Specification, updating the City's Classification Plan.

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

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

24-924 Approve the revisions to the **Senior Water Utility Worker** Job Class Specification, updating the City's Classification Plan.

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

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

24-925 Approve the revisions to the **Parking and Camping Operations Supervisor** Job Class Specification, updating the City's Classification Plan.

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

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

24-926 Approve the revisions to the **Fire Captain** Job Class Specification, updating the City's Classification Plan.

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

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

24-927 Approve the revisions to the **Fire Battalion Chief** Job Class Specification, updating the City's Classification Plan.

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

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

24-928 Approve the revisions to the **Fire Engineer** Job Class Specification, updating the City's Classification Plan.

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

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

COMMENTS FROM COMMISSIONERS

Chair Thompson commented that she looks forward to working with everybody. Vice-Chair Betance commented to Council Liaison Kennedy that it is a pleasure to meet him and he looks forward to working with him. Commissioner Barsam commented likewise.

ADJOURNMENT

The meeting adjourned at 5:43 PM.