

# MINUTES

Wednesday, February 27, 2024

## City of Huntington Beach PERSONNEL COMMISSION

5:30 PM – Administrative Services  
Conference Room  
Lower Level, 2000 Main Street  
Huntington Beach, CA 92648

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### CALL TO ORDER

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

### PLEDGE OF ALLEGIANCE

### ROLL CALL

Commissioners present: Katherine Elford, Dianne Thompson, Justin Betance

Commissioners absent: Charles Barsam, Ron Pascual

City Staff present: Patricia Albers, Principal Human Resources Analyst, Teresa De Coite, Senior Administrative Assistant, Veronica Navarro-Martinez, Human Resources Manager, Martin Ortiz, Fire Deputy Chief, Jeff Lopez, Fire Division Chief

### PUBLIC COMMENTS

None

### CONSENT CALENDAR

### APPROVAL OF MINUTES

**24-161** This item to be reviewed at the April 17, 2024 meeting due to lack of quorum.

**24-167** Approve the revisions to the **Fire Captain** 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: 3 (Elford, Thompson, Betance)  
NOES: 0  
ABSENT: 2 (Barsam, Pascual)  
ABSTAIN: 0

**24-168** Approve the revisions to the **Water Quality Supervisor** 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: 3 (Elford, Thompson, Betance)  
NOES: 0  
ABSENT: 2 (Barsam, Pascual)  
ABSTAIN: 0

**24-169** Approve the revisions to the **Economic Development Project Manager** 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: 3 (Elford, Thompson, Betance)  
NOES: 0  
ABSENT: 2 (Barsam, Pascual)  
ABSTAIN: 0

## **COMMENTS FROM COMMISSIONERS**

None

## **ADJOURNMENT**

The meeting adjourned at 5:42 PM.