

**Personnel Commission**  
**Wednesday, March 4, 2020**  
**5:30 PM - Regular Meeting**  
**AGENDA**

**City of Huntington Beach**  
**2000 Main Street**  
**Huntington Beach, CA 92648**  
**Room B8, Lower Level**



TRAVIS HOPKINS, Assistant City Manager  
TIFFANY BOSE, Human Resources Manager  
BARBARA MONTELONGO, Principal Personnel Analyst  
PATRICIA ALBERS, Senior Personnel Analyst  
TERESA DE COITE, Administrative Assistant

WILLIAM BLAIR, Chair  
DAVID ELLIS, Vice-Chair  
GEORGE RIVERA, Commissioner  
ROBERT WENTZEL, Commissioner

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

William Blair, David Ellis, George Rivera, Robert Wentzel

**PUBLIC COMMENTS**

Anyone wishing to speak during PUBLIC COMMENTS must fill out and submit a form to speak. The Personnel Commission can take no action on this date, unless the item is agendized. Anyone wishing to speak on items not on today's agenda, may do so during PUBLIC COMMENTS. Please note comments on closed public hearing items will not be part of the permanent entitlement record. Speakers on items scheduled for PUBLIC HEARING will be invited to speak during the public hearing. (3 MINUTES PER PERSON, NO DONATING OF TIME TO OTHERS)

**CONSENT CALENDAR**

**[20-1406](#) Approve Minutes**

**Recommended Action:**

Approve the minutes from the January 15, 2020 Personnel Commission meeting.

**Attachments:** [1-15-20 Minutes.docx](#)

**PUBLIC HEARING ITEMS**

**20-1403** Discussion regarding proposed changes to the job class specification of Marine Safety Officer I in the Fire Department, updating the City’s Classification Plan.

**Recommended Action:**

Approve the modifications/ updates to the job class specification of Marine Safety Officer I.

**Attachments:** [Marine Safety Officer I Final.pdf](#)  
[Marine Safety Officer I Staff Report.docx](#)  
[Marine Safety Officer I Rev 0304.pdf](#)

**20-1404** Discussion regarding proposed changes to the job class specification of Marine Safety Officer II in the Fire Department, updating the City’s Classification Plan.

**Recommended Action:**

Approve the modifications/ updates to the job class specification of Marine Safety Officer II.

**Attachments:** [Marine Safety Officer II Final.pdf](#)  
[Marine Safety Officer II Staff Report.docx](#)  
[Marine Safety Officer II Rev 0304.pdf](#)

**20-1405** Discussion regarding proposed changes to the job class specification of Marine Safety Lieutenant in the Fire Department, updating the City’s Classification Plan.

**Recommended Action:**

Approve the modifications/ updates to the job class specification of Marine Safety Lieutenant.

**Attachments:** [Marine Safety Lieutenant Final.pdf](#)  
[Marine Safety Lieutenant Staff Report.docx](#)  
[Marine Safety Lieutenant Rev 0304.pdf](#)

**SECRETARY REPORTS**

**COMMISSIONER COMMENTS**

**RECESS TO CLOSED SESSION**

**CLOSED SESSION**

PERSONNEL HEARING- CONSIDERATION OF HEARING OFFICERS DECISION IN DISCIPLINARY MATTER IN ACCORDANCE WITH PERSONNEL RULE 20- FINDINGS OF FACT AND CONCLUSIONS OF LAW- CLOSED SESSION OPTION PER GOVERNMENT CODE SECTION 54957

Recommendations of Hearing Officer Michael Prihar regarding a 160-Hour Disciplinary Suspension

Deliberation in Closed Session

Recommended Action: Sustain, reject or modify the Hearing Officer's recommendation. If the Commission rejects or modifies the recommendation, direct the legal advisor to prepare findings of fact and conclusions of law in support of the Commission's decision.

**ADJOURNMENT**

Meeting adjourned to the next regularly scheduled meeting of March 18, 2020.

**INTERNET ACCESS TO THE PERSONNEL COMMISSION AGENDA AND STAFF REPORT MATERIAL IS AVAILABLE PRIOR TO PERSONNEL COMMISSION MEETINGS AT:  
<https://huntingtonbeach.legistar.com/>**

**MEETING ASSISTANCE NOTICE:**

In accordance with the Americans with Disabilities Act, services are available to members of our community who require special assistance to participate in public meetings. If you require special assistance, 48-hour prior notification will enable the City to make reasonable arrangements for an assisted listening device (ALD) for the hearing impaired, American Sign Language interpreters, a reader during the meeting and/or large print agendas. Please contact the Human Resources Department at (714) 536-5492 for more information, or request assistance from the staff or Sergeant-at-Arms at the meeting.