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**CITY OF MONTEBELLO  
CIVIL SERVICE COMMISSION  
REGULAR MEETING AGENDA**

**MINUTES**

**TUESDAY, JUNE 24, 2025 AT 6:00 PM**

**CITY HALL COUNCIL CHAMBERS  
1600 WEST BEVERLY BOULEVARD  
MONTEBELLO, CALIFORNIA**

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**OPENING CEREMONIES**

**CALL TO ORDER**

Chairperson Fimbres called the meeting to order at 6:26 p.m.

**ROLL CALL**

Members present were Commissioner Briseno, Commissioner Delgado, and Chairperson Fimbres. Commissioners Pacheco and Jimenez were absent.

**CORRECTIONS TO THE AGENDA**

None.

**PUBLIC COMMENTS (30 MINUTES)**

At this time, the general public may address the Commission/Committee on any items listed on the Agenda, including items not listed on the Agenda (Non-Agenda Items) that are within subject matter jurisdiction. Please be aware that the maximum time allotted for members of the public to speak shall not exceed three (3) minutes per person. State Law prohibits the Commission/ Committee from taking action or entertaining extended discussion on a topic not listed on the agenda. Please show courtesy to others and direct all of your comments to the Chairperson.

**MINUTES**

**1. MINUTES FOR THE CIVIL SERVICE COMMISSION SPECIAL MEETING OF DECEMBER 17, 2024**

**RECOMMENDATION:** The Civil Service Commission will review the minutes for approval.

Commissioner Briseno motioned to approve the minutes for the Civil Service Commission Special Meeting of December 17, 2024. Commissioner Delgo seconded the motion. The motion passed with three yeases.

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**REGULAR BUSINESS**

**2. JOB SPECIFICATION RECOMMENDATION - FIREFIGHTER-PARAMEDIC**

**RECOMMENDATION:** It is the recommendation of the Fire Department to add the position of Firefighter-Paramedic to the City of Montebello Classification Plan, and that the Civil Service Commission make a recommendation to the City Council to approve a resolution to adopt this job specification.

Fire Battalion Chief Donald Cadena spoke to the Commission about the need to create a specific classification for Firefighter/Paramedic. He outlined the need in regards to recruiting and clarifying the duties of the Firefighter/Paramedic. Acting Assistant City Manager Angelica Palmeros also addressed the Commission. She gave an overview of the squads that were approved by City Council. Commissioner Delgado inquired about the rate of pay. Director Figueroa clarified that the rate is the same as Firefighter, with an ongoing bonus added to their salary (15%). Commissioners thanked the Department for bringing this forward, as well as the squads. Commissioner Delgado motioned to approve the job specification of Firefighter/Paramedic and recommend to the City Council to adopt. Commissioner Briseno seconded the motion. The motion passed with three yeases.

**3. JOB SPECIFICATION AMENDMENT RECOMMENDATION - COMMUNITY RISK REDUCTION COORDINATOR**

**RECOMMENDATION:** It is the recommendation of the Fire Department to amend the Community Risk Reduction Coordinator job specification to accurately reflect the needs of the Department, and that the Civil Service Commission make a recommendation to the City Council to adopt a resolution to amend this job specification.

Acting Assistant City Manager Angelica Palmero spoke to the Commission about the need to amend the classification of Community Risk Reduction Coordinator. She outlined the need in regards to the need for this position in the CERT program and to remove the Safety position elements. She outlined the importance of this position in the program. Commissioner Briseno inquired about the idea of building community skills, as seen during the Palisade fire. Ms. Palmeros responded in the affirmative, this position would act as a coordinator. The Commissioners thanked the Department for bringing this position to the community. Commissioner Delgado inquired about the pay range, Director Figueroa provided the range. Commissioner Briseno motioned to recommend to the Montebello City Council to adopt a resolution amending the City of Montebello classification plan to include the revised job specification of Community Risk Reduction Coordinator. Commissioner Delgado seconded the motion. The motion passed with three yeases.

**STAFF COMMUNICATIONS**

None.

**COMMISSION/COMMITTEE ORALS**

Member announcements; requests for future agenda items; conference/meetings reports.

None.

**ADJOURNMENT**

The City of Montebello Civil Service Commission will adjourn to the next **Regular Meeting on July 22, 2025, at 6:00 p.m.** at City Hall Council Chambers located at 1600 W. Beverly Boulevard, Montebello, CA 90640.

I, Nicole Mooshagian, Senior Human Resources Analyst, for the City of Montebello, hereby certify that a copy of this agenda has been posted on or before Wednesday, June 18, 2025, 5:30 p.m.



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Nicole Mooshagian, Human Resources Manager

Commissioner Delgado made a motion to adjourn the meeting at 6:48 p.m., Commissioner Briseno seconded the motion. The motion passed with three yeases.