



**CITY OF HAWTHORNE
CIVIL SERVICE COMMISSION AGENDA
MINUTES FOR THE SPECIAL MEETING OF
THURSDAY, OCTOBER 22, 2020 – 5:00 P.M
Video/Teleconference Meeting**

1. - CALL TO ORDER – Chairperson Sanyal called the meeting to order at 5:15PM.
 - a. -Roll Call – Present: Chairperson Sanyal, Commissioner Harris, Commissioners Balboa and Commissioner Hendricks.

Also present: Christine Tomikawa, Director of Human Resources, Alison Stevens, Assistant City Attorney and Cinthia Peters, Human Resources Analyst
2. - PLEDGE OF ALLEGIANCE – delivered by Commissioner Hendricks
3. - Pursuant to Government Code Section 54956, the October 22, 2020 Civil Service Commission Special Meeting Agenda was posted at City Hall, 4455 W. 126th Street at 11:00AM on Wednesday, October 21, 2020.
4. - ITEMS FROM THE COMMISSION - none
5. - ORAL COMMUNICATIONS - none
6. - WRITTEN COMMUNICATIONS - none
7. - APPROVAL OF MINUTES.
 - a. -For the Meeting of October 15, 2020 – Moved by Commissioner Hendricks and 2nd by Commissioner Harris – All present vote to approve.
8. - APPROVAL OF PROPOSED JOB DESCRIPTIONS - none
9. - APPROVAL TO OPEN RECRUITMENT (FULL-TIME POSITIONS).
 - a. -Information Systems Analyst – Moved by Chairperson Sanyal and 2nd by Commissioner Hendricks – All present vote to approve.
10. - APPROVAL OF ELIGIBILITY LISTS (FULL-TIME POSITIONS).
 - a. - Park Maintenance Crew Leader – Moved by Commissioner Harris and 2nd by Commissioner Balboa – All present vote to approve.
11. - SECRETARY’S REPORT – none
12. - HEARINGS - none
13. - COMMENTS FROM COMMISSIONERS - none
14. - ADJOURNMENT – 5:26PM

Meeting adjourned to a special meeting scheduled for November 5, 2020 at 5:00pm.