



**CITY OF HAWTHORNE
CIVIL SERVICE COMMISSION
MINUTES
FOR THE SPECIAL MEETING OF
THURSDAY, FEBRUARY 21, 2019 - 5:00 P.M.
CITY COUNCIL CHAMBERS
4455 WEST 126TH STREET, HAWTHORNE, CA.**

1. **CALL TO ORDER.** Chairman Sanyal called the meeting to order at 5:00 pm.
 - a. ROLL CALL: Present: Commissioners: Balboa, Hendricks, Harris, Love & Sanyal
 - b. Absent: None

Also present: Cinthia Peters, Secretary to the Civil Service Commission/Human Resources Specialist. Irma Youssefieh, Interim Human Resources Director. Alison Stevens, Assistant City Attorney.
2. The Pledge of Allegiance was delivered by Commissioner Hendricks.
3. Pursuant to Government Code Section 54954, the February 21st, 2019 Civil Service Commission Meeting Agenda was posted at City Hall, 4455 W. 126th Street at 5:00 P.M. on Thursday, February 14, 2019.
4. **ITEMS FROM THE COMMISSION.**
 - a. None.
5. **ORAL COMMUNICATIONS.**

A member of the public commented regarding the Police Department Explorer Program for local participants and suggested follow up for police volunteer/mentorship program opportunities after high school graduation.
6. **WRITTEN COMMUNICATIONS.**
 - a. None.
7. **APPROVAL OF MINUTES.**
 - a. For the Special Meeting of January 24, 2019.

Moved by Commissioner Love to approve the Minutes of January 24th, 2019; second by Commissioner Hendricks. The motion to approve the Minutes of January 24, 2019, unanimously carried by the Commissioners present.
8. **APPROVAL OF PROPOSED JOB DESCRIPTIONS**
 - a. None
9. **APPROVAL TO OPEN RECRUITMENT (FULL-TIME POSITIONS).**
 - a. Equipment Mechanic II- Moved by Chairperson Sanyal and 2nd by Commissioner Harris. All vote to approve.
 - b. Associate Engineer- Moved by Commissioner Harris and 2nd by Commissioner Hendricks. All vote to approve.
 - c. Clerk Typist- Moved by Commissioner Balboa and 2nd by Commissioner Harris. All vote to approve.
 - d. Finance Analyst- Moved by Chairperson Sanyal and 2nd by Commissioner Love. All vote to approve.
10. **APPROVAL OF ELIGIBILITY LISTS (FULL-TIME POSITIONS).**
 - a. Police Officer Recruit- Moved by Chairperson Sanyal and 2nd by Commissioner Hendricks. All vote to approve.
 - b. Legal/Risk Specialist- Moved by Chairperson Sanyal and 2nd by Commissioner Harris. All vote to approve.
11. **SECRETARY'S REPORT.**
 - a. New Hires/Promotions
 - Non-Classified Positions
12. **HEARINGS.**
 - a. None.
13. **COMMENTS FROM COMMISSIONERS.**
 - a. None
14. **ADJOURNMENT.**

Meeting adjourned at 5:36 pm to the next regularly scheduled meeting of March 7, 2019.