



**CITY OF HAWTHORNE  
CIVIL SERVICE COMMISSION  
MINUTES  
FOR THE REGULAR MEETING OF  
THURSDAY, APRIL 4, 2019 - 5:00 P.M.  
CITY COUNCIL CHAMBERS  
4455 WEST 126<sup>TH</sup> 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, Love & Sanyal
  - b. Absent: Harris (excused)

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 Love.
3. Pursuant to Government Code Section 54954, the April 4<sup>th</sup>, 2019 Civil Service Commission Meeting Agenda was posted at City Hall, 4455 W. 126<sup>th</sup> Street at 5:00 P.M. on Thursday, March 28, 2019.
4. **ITEMS FROM THE COMMISSION.**
  - a. None.
5. **ORAL COMMUNICATIONS.**
  - a. Commissioner Balboa will be out April 18, 2019
6. **WRITTEN COMMUNICATIONS.**
  - a. None
7. **APPROVAL OF MINUTES.**
  - a. For the Meeting of March 7, 2019.

Item postponed to next meeting as lack of quorum to approve.
8. **APPROVAL OF PROPOSED JOB DESCRIPTIONS**
  - a. Assistant Engineer – Moved by Chairperson Sanyal and 2<sup>nd</sup> by Commissioner Hendricks.  
All vote to approve.
9. **APPROVAL TO OPEN RECRUITMENT (FULL-TIME POSITIONS).**
  - a. Assistant Engineer- Moved by Commissioner Love and 2<sup>nd</sup> by Chairperson Sanyal. All vote to approve.
10. **APPROVAL OF ELIGIBILITY LISTS (FULL-TIME POSITIONS).**
  - a. Jailer I- Moved by Commissioner Balboa and 2<sup>nd</sup> by Commissioner Love. All vote to approve.
11. **SECRETARY’S REPORT.**
  - a. None
12. **HEARINGS.**
  - a. None.
13. **COMMENTS FROM COMMISSIONERS.**
  - a. None
14. **ADJOURNMENT.**

Meeting adjourned at 5:25 pm to the next regularly scheduled meeting of April 18, 2019.