



**CITY OF HAWTHORNE
CIVIL SERVICE COMMISSION
MINUTES
FOR THE REGULAR MEETING OF
THURSDAY, MAY 16, 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 5:10 pm.
 - a. ROLL CALL: Present: Commissioners: Balboa, Harris & Sanyal
 - b. Absent: Hendricks (excused), Love

Also present: Cinthia Peters, Secretary to the Civil Service Commission/Human Resources Analyst.
Irma Youssefieh, Interim Human Resources Director. Robert Kim, Assistant City Attorney.
2. The Pledge of Allegiance was delivered by Commissioner Harris.
3. Pursuant to Government Code Section 54954, the May 16th, 2019 Civil Service Commission Meeting Agenda was posted at City Hall, 4455 W. 126th Street at 3:00 P.M. on Monday, May 13, 2019.
4. **ITEMS FROM THE COMMISSION.**
 - a. None.
5. **ORAL COMMUNICATIONS.**
 - a. None
6. **WRITTEN COMMUNICATIONS.**
 - a. None
7. **APPROVAL OF MINUTES.**
 - a. For the Meeting of March 7, 2019. –Moved by Commissioner Harris and 2nd by Commissioner Balboa. All vote to approve.
 - b. For the Meeting of May 2, 2019- Postponed for approval to next regularly scheduled meeting.
8. **APPROVAL OF PROPOSED JOB DESCRIPTIONS**
 - a. Accountant I/II – Moved by Commissioner Balboa and 2nd by Commissioner Harris.
All vote to approve with modifications. Director of Finance Felice Lopez presented clarification on revised job description and re-classification.
9. **APPROVAL TO OPEN RECRUITMENT (FULL-TIME POSITIONS).**
 - a. None
10. **APPROVAL OF ELIGIBILITY LISTS (FULL-TIME POSITIONS).**
 - a. Police Officer Recruit – Moved by Chairperson Sanyal and 2nd by Commissioner Harris- All approved.
11. **SECRETARY’S REPORT.**
 - a. Police Captain Promotional Recruitment – Selection Testing Change
12. **HEARINGS.**
 - a. None.
13. **COMMENTS FROM COMMISSIONERS.**
 - a. None
14. **ADJOURNMENT.**

Meeting adjourned at 5:30 pm to the next regularly scheduled meeting of June 6, 2019.