



**CITY OF HAWTHORNE
CIVIL SERVICE COMMISSION
MINUTES
FOR THE REGULAR MEETING OF
THURSDAY, JUNE 6, 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 5:06 pm.
 - a. ROLL CALL: Present: Commissioners: Balboa, Harris, Hendricks & Sanyal
 - b. Absent: Love (unexcused)

Also present: Cinthia Peters, Secretary to the Civil Service Commission/Human Resources Analyst. Christine Tomikawa, PT 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 June 6th, 2019 Civil Service Commission Meeting Agenda was posted at City Hall, 4455 W. 126th Street at 5:00 P.M. on Monday, June 3, 2019.
4. **ITEMS FROM THE COMMISSION.**
 - a. None.
5. **ORAL COMMUNICATIONS.**
 - a. Chief Ishii provided a Police Department update on hiring and recruitment.
6. **WRITTEN COMMUNICATIONS.**
 - a. None
7. **APPROVAL OF MINUTES.**
 - a. For the Meeting of May 16, 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. None
9. **APPROVAL TO OPEN RECRUITMENT (FULL-TIME POSITIONS).**
 - a. Information Support Technician- Moved by Chairperson Sanyal and 2nd by Commissioner Hendricks with modifications. All approved.
 - b. Forensics Specialist- Postponed to the next meeting
10. **APPROVAL OF ELIGIBILITY LISTS (FULL-TIME POSITIONS).**
 - a. Clerk Typist – Moved by Chairperson Sanyal and 2nd by Commissioner Balboa- All approved.
 - b. Sewer Service Technician- Moved by Commissioner Harris and 2nd by Commissioner Hendricks- All approved and verified order of eligibility list.
 - c. Equipment Mechanic II- Moved by Commissioner Hendricks and 2nd by Chairperson Sanyal- All approved.
11. **SECRETARY’S REPORT.**
 - a. New Hires
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 June 20, 2019.