



**CITY OF HAWTHORNE
CIVIL SERVICE COMMISSION
MINUTES
FOR THE REGULAR MEETING OF
THURSDAY, JUNE 20, 2019 - 5:00 P.M.
CITY COUNCIL CHAMBERS
4455 WEST 126TH STREET, HAWTHORNE, CA.**

1. **CALL TO ORDER.** Chairman stand in Commissioner Balboa called the meeting to order at 5:07 pm.
 - a. ROLL CALL: Present: Commissioners: Balboa, Harris, & Love
 - b. Absent: Hendricks & Sanyal (excused)

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 Chief Ishii
3. Pursuant to Government Code Section 54954, the June 20th, 2019 Civil Service Commission Meeting Agenda was posted at City Hall, 4455 W. 126th Street at 3:00 P.M. on Monday, June 17, 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 June 6, 2019. – Postponed for approval to next regularly scheduled meeting.
 - b. For the Meeting of May 2, 2019- Postponed for approval to next regularly scheduled meeting.
8. **APPROVAL OF PROPOSED JOB DESCRIPTIONS**
 - a. Forensics Specialist- Moved by Commissioner Balboa, 2nd by Commissioner Harris. All present approved.
9. **APPROVAL TO OPEN RECRUITMENT (FULL-TIME POSITIONS).**
 - a. Forensics Specialist- Moved by Commissioner Love and 2nd by Commissioner Balboa. All approved.
10. **APPROVAL OF ELIGIBILITY LISTS (FULL-TIME POSITIONS).**
 - a. Police Captain – Moved by Commissioner Love and 2nd by Commissioner Harris- All approved.
11. **SECRETARY’S REPORT.**
 - a. New Hires
12. **HEARINGS.**
 - a. None.
13. **COMMENTS FROM COMMISSIONERS.**
 - a. None
14. **ADJOURNMENT.**

Meeting adjourned at 5:17 pm to the proposed special meeting of July 8, 2019.