



**CITY OF HAWTHORNE
CIVIL SERVICE COMMISSION AGENDA
MINUTES FOR THE SPECIAL MEETING OF
THURSDAY, MAY 6, 2021 – 5:00 P.M
Video/Teleconference Meeting**

1. CALL TO ORDER – Chairperson Sanyal called the meeting to order at 5:07 PM.
 - a. Roll Call – Present: Chairperson Sanyal, Commissioners Arroyo, Balboa, Harris and Hendricks.

Also present: Christine Tomikawa, Director of Human Resources, Alison Stevens, Assistant City Attorney.
Cinthia Peters, Secretary to the Civil Service Commission/Human Resources Analyst.
2. PLEDGE OF ALLEGIANCE – delivered by Commissioner Harris
3. Pursuant to Government Code Section 54956, the May 6, 2021 Civil Service Commission Special Meeting Agenda was posted at City Hall, 4455 W. 126th Street at 5:00 PM on Tuesday, May 4, 2021.
4. ITEMS FROM THE COMMISSION - none
5. ORAL COMMUNICATIONS - none
6. WRITTEN COMMUNICATIONS - none
7. APPROVAL OF MINUTES.
 - a. For the Special Meeting of April 1, 2021 – Moved by Chairperson Sanyal and 2nd by Commissioner Harris– Yes votes: Balboa, Hendricks, Sanyal, Arroyo and Harris
8. APPROVAL OF PROPOSED JOB DESCRIPTIONS
 - a. None
9. APPROVAL TO OPEN RECRUITMENT (FULL-TIME POSITIONS).
 - a. City Maintenance Worker (Public Works). Moved by Commissioner Harris and 2nd by Commissioner Balboa– Yes votes: Balboa, Hendricks, Sanyal, Arroyo and Harris
 - b. Skilled Maintenance Worker (Public Works) – PW Dept. to use current Eligibility List from Community Services recruitment. If the department needs more candidates, another recruitment will open. Moved by Chairperson Sanyal and 2nd by Commissioner Hendricks– Yes votes: Balboa, Hendricks, Sanyal, Arroyo and Harris
10. APPROVAL OF ELIGIBILITY LISTS (FULL-TIME POSITIONS) -none
11. SECRETARY’S REPORT – none
12. HEARINGS - none
13. COMMENTS FROM COMMISSIONERS – none
14. ADJOURNMENT – 5:22 PM

Meeting adjourned to a regular meeting scheduled for May 20, 2021 at 5:00 pm.