

CITY OF HAWTHORNE

CIVIL SERVICE COMMISSION AGENDA

Erika Lampkin, Human Resources Manager
Evelyne Carmona, Human Resources Analyst
Alison Stevens, Assistant City Attorney



4455 W. 126th Street, Hawthorne, CA 90250

Chair Robyn Leigh Carey Sanyal
Commissioner Kenny Arroyo
Commissioner Manuel Balboa
Commissioner Donald Harris
Commissioner Barbara Hendricks

Regular Meeting Minutes
Video/Teleconference Meeting
Thursday, March 17, 2022
5:00 PM

- 1. CALL TO ORDER AND ROLL CALL** – Commissioner Harris called the meeting to order at 5:05PM
Present: Chairperson Sanyal, Commissioners Balboa, and Hendricks
Absent: Commissioner Arroyo and Commissioner Harris

Also present: Erika Lampkin, Human Resources Manager; Evelyne Carmona, Human Resources Analyst; Lori Thomas, Human Resources Analyst; Alison Stevens, Assistant City Attorney

- 2. PLEDGE OF ALLEGIANCE**
Delivered by Commissioner Balboa
- 3. PURSUANT TO GOVERNMENT CODE SECTION 54954, THE MARCH 17, 2022 CIVIL SERVICE COMMISSION REGULAR MEETING AGENDA WAS POSTED AT CITY HALL, 4455 W. 126TH STREET AT 4:00 PM ON MONDAY, MARCH 14, 2022.**
- 4. ORAL COMMUNICATIONS**
None
- 5. WRITTEN COMMUNICATIONS**
None
- 6. SECRETARY'S REPORT**
None
- 7. APPROVAL OF MINUTES FOR THE SPECIAL MEETING OF FEBRUARY 17, 2022**
 - a. Tabled to next meeting – no quorum
- 8. APPROVAL OF JOB DESCRIPTION:**
None
- 9. APPROVAL TO OPEN RECRUITMENT:**
 - a. Senior Plan Check Engineer
 - i. Moved to approve by Chairperson Sanyal; 2nd by Commissioner Hendricks
Yes votes: Chairperson Sanyal, Commissioners Balboa and Hendricks
 - b. Administrative Aide I

- i. Moved to approve by Commissioner Handricks; 2nd by Commissioner Balboa
Yes votes: Chairperson Sanyal, Commissioners Balboa and Hendricks

- c. Building Permit Technician

- Moved to approve by Chairperson Sanyal; 2nd by Commissioner Balboa

- Yes votes: Chairperson Sanyal, Commissioners Balboa and Hendricks

10. APPROVAL OF ELIGIBILITY LIST (CLASSIFIED FULL-TIME POSITIONS)

None

11. HEARINGS

None

12. COMMENTS FROM THE COMMISSIONERS

- Commissioner Hendricks could be traveling so she might miss next meeting.

13. ADJOURNED AT 5:19PM

Next Regular Civil Service Commission Meeting:

April 7, 2022, 5:00PM

Video/Teleconference Meeting