

# 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

Special Meeting Minutes  
Council Chambers  
Thursday, May 26, 2022  
5:00 PM

1. **CALL TO ORDER AND ROLL CALL** – Commissioner Harris called the meeting to order at 5:04 PM  
Present: Commissioners Arroyo, Balboa, and Harris  
Absent: Chairperson Sanyal and Commissioner Hendricks  
  
Also present: Erika Lampkin, Human Resources Manager; Alison Stevens, Assistant City Attorney
2. **PLEDGE OF ALLEGIANCE**  
Delivered by Commissioner Arroyo
3. **PURSUANT TO GOVERNMENT CODE SECTION 54954, THE JUNE 2, 2022 CIVIL SERVICE COMMISSION REGULAR MEETING AGENDA WAS POSTED AT CITY HALL, 4455 W. 126<sup>TH</sup> STREET AT 4:00 PM ON Friday, May 27, 2022.**
4. **ORAL COMMUNICATIONS**  
None
5. **WRITTEN COMMUNICATIONS**  
None
6. **SECRETARY’S REPORT**  
None
7. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF MARCH 17, 2022**
  - a. Tabled to next meeting – no quorum
8. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF APRIL 21, 2022**
  - a. Tabled to next meeting – no quorum
9. **APPROVAL OF MINUTES FOR THE SPECIAL MEETING OF APRIL 28, 2022**
  - a. Tabled to next meeting – no quorum
10. **APPROVAL OF JOB DESCRIPTION:**  
Police Records Technician  
Moved to approve by Commissioner Balboa; 2<sup>nd</sup> by Commissioner Harris  
Yes Votes – Commissioners Arroyo, Balboa, Harris
11. **APPROVAL TO OPEN RECRUITMENT:**

Police Records Technician

Moved to approve by Commissioner Balboa; 2<sup>nd</sup> by Commissioner Harris

Yes Votes – Commissioners Arroyo, Balboa, Harris

Police Sergeant

Moved to approve by Commissioner Harris; 2<sup>nd</sup> by Commissioner Balboa

Yes Votes – Commissioners Arroyo, Balboa, Harris

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

a. Code Enforcement Officer I

i. Moved to approve by Commissioner Balboa; 2<sup>nd</sup> by Commissioner Harris

Yes votes: Commissioners Arroyo, Balboa, and Harris

b. Police Officer

i. Moved to approve by Commissioner Harris; 2<sup>nd</sup> by Commissioner Arroyo

Yes votes: Commissioners Arroyo, Balboa, and Harris

c. Deputy City Clerk

i. Moved to approve by Commissioner Harris; 2<sup>nd</sup> by Commissioner Arroyo

Yes votes: Commissioners Arroyo, Balboa, and Harris

d. City Maintenance Worker

i. Moved to approve by Commissioner Arroyo; 2<sup>nd</sup> by Commissioner Harris

Yes votes: Commissioners Arroyo, Balboa, and Harris

**13. HEARINGS**

None

**14. COMMENTS FROM THE COMMISSIONERS**

Commissioner Arroyo – I am not hearing any complaints so I think you are doing a good job and keep up the good work.

Commissioner Harris – I suggest you read an article about Marilyn Monroe entitled “Norma Jean was here.” It is in the May 26<sup>th</sup> issue of the South Bay Cities published by Herald Publications and the publication covers Hawthorne, Inglewood, and Lawndale. She lived here in Hawthorne off 134<sup>th</sup> street. The article shows the city in a good light.

**15. ADJOURNED AT 5:32PM**

Next Regular Civil Service Commission Meeting:

June 2, 2022, 5:00PM

Video/Teleconference Meeting