

# 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

Meeting Minutes  
Council Chambers  
Thursday, October 20, 2022  
5:00 PM

1. **CALL TO ORDER AND ROLL CALL** – Commissioner Harris called the meeting to order at 5:03 PM  
Present: Commissioners Arroyo, Balboa, Harris and Hendricks  
Absent: Chairperson Sanyal  
  
Also present: Alison Stevens, Assistant City Attorney, Lori Thomas, Human Resources Analyst
2. **PLEDGE OF ALLEGIANCE**  
Delivered by Commissioner Balboa
3. **PURSUANT TO GOVERNMENT CODE SECTION 54954, THE SEPTEMBER 1, 2022 CIVIL SERVICE COMMISSION REGULAR MEETING AGENDA WAS POSTED AT CITY HALL, 4455 W. 126<sup>TH</sup> STREET AT 4:00 PM ON Monday, September 17, 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**  
Moved to approve by Commissioner Balboa; 2nd by Commissioner Arroyo  
Yes Votes – Commissioners Arroyo, Balboa, Harris, Hendricks
10. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF AUGUST 18, 2022**  
Moved to approve by Commissioner Harris; 2nd by Commissioner Balboa  
Yes Votes – Commissioners Arroyo, Balboa, Harris, Hendricks

**11. APPROVAL OF MINUTES FOR THE REGULAR MEETING OF SEPTEMBER 1, 2022**

Moved to approve by Commissioner Harris; 2nd by Commissioner Balboa  
Yes Votes – Commissioners Arroyo, Balboa, Harris, Hendricks

**12. APPROVAL OF JOB DESCRIPTION (FULL-TIME POSITIONS):**

a. None

**13. APPROVAL TO OPEN RECRUITMENT (FULL-TIME POSITIONS):**

a. None

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

a. City Maintenance Worker – Promotional

Moved to approve by Commissioner Hendricks; 2<sup>nd</sup> by Commissioner Harris  
Yes Votes – Commissioners Arroyo, Balboa, Harris, Hendricks

b. Police Officer Recruit

Moved to approve by Commissioner Harris; 2<sup>nd</sup> by Commissioner Hendricks  
Yes Votes – Commissioners Arroyo, Balboa, Harris, Hendricks

c. Airport Maintenance Worker I

Moved to approve by Commissioner Balboa; 2<sup>nd</sup> by Commissioner Harris  
Yes Votes – Commissioners Arroyo, Balboa, Harris, Hendricks

**15. HEARINGS**

None

**16. COMMENTS FROM THE COMMISSIONERS**

None

**ADJOURNED AT 5:14 PM**

Next Regular Civil Service Commission Meeting:  
November 3, 2022 5:00PM  
City Council Chamber