

CITY OF HAWTHORNE

CIVIL SERVICE COMMISSION AGENDA

Erika Lampkin, Human Resources Director
Lori Thomas, 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, January 5, 2023
5:00 PM

1. **CALL TO ORDER AND ROLL CALL** – Chairperson Sanyal called the meeting to order at 5:03 PM
Present: Chairperson Sanyal, Commissioners Balboa, Harris and Hendricks
Absent: Arroyo
Also, present Alison Stevens, Assistant City Attorney & Erika Lampkin, HR Director
2. **PLEDGE OF ALLEGIANCE**
Delivered by Commissioner Harris
3. **PURSUANT TO GOVERNMENT, CODE SECTION 54954, THE January 5, 2023 CIVIL SERVICE COMMISSION REGULAR MEETING AGENDA WAS POSTED AT CITY HALL, 4455 W. 126TH STREET AT 4:00 PM ON Tuesday, January 3, 2023.**
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**
 - Moved to approve by Commissioner Balboa; 2nd by Commissioner Hendricks
Yes Votes – Balboa, Hendricks, Sanyal
8. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF APRIL 21, 2022**
 - Tabled to next meeting - No quorum
9. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF NOVEMBER 3, 2022**
 - Moved to approve by Commissioner Harris; 2nd by Commissioner Balboa
Yes Votes – Balboa, Harris, Hendricks
10. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF DECEMBER 15, 2022**
 - Tabled to next meeting - No quorum

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

- None

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

- a. Police Recruit – Lateral
- Moved to approve by Chairperson Sanyal; 2nd by Commissioner Harris
Yes Votes – Balboa, Harris, Hendricks, Sanyal

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

- a. Housing Assistant
- Moved to approve by Chairperson Sanyal; 2nd by Commissioner Harris
Yes Votes – Balboa, Harris, Hendricks, Sanyal
- b. Human Resources Analyst
- Moved to approve by Commissioner Harris; 2nd by Commissioner Balboa
Yes Votes – Balboa, Harris, Sanyal
Abstain – Hendricks

14. HEARINGS

None

15. COMMENTS FROM THE COMMISSIONERS

Balboa – Welcome back Chairperson Sanyal. Commissioner Harris did an outstanding job replacing you while you were gone.

Sanyal – Thank you, Mr. Harris for stepping in my absence.

Harris – Do we have an update on the alternate status?

Alison – I will try to have an update for you at the next meeting.

Harris – Do you we have someone in mind?

Alison - It would be the standard process.

ADJOURNED AT 5:22 PM

Next Regular Civil Service Commission Meeting:

January 19, 2023

City Council Chamber