

# 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, February 16, 2023  
5:00 PM

1. **CALL TO ORDER AND ROLL CALL** – Chairperson Sanyal called the meeting to order at 5:02 PM  
Present: All Commissioners present Arroyo, Balboa, Harris, Hendricks, and Sanyal  
Absent: None  
Also, present Alison Stevens, Assistant City Attorney & Erika Lampkin, HR Director
2. **PLEDGE OF ALLEGIANCE**  
Delivered by Commissioner Hendricks
3. **PURSUANT TO GOVERNMENT, CODE SECTION 54954, THE February 16, 2023 CIVIL SERVICE COMMISSION REGULAR MEETING AGENDA WAS POSTED AT CITY HALL, 4455 W. 126<sup>TH</sup> STREET AT 4:00 PM ON Monday, February 13, 2023.**
4. **ORAL COMMUNICATIONS**  
None
5. **WRITTEN COMMUNICATIONS**  
None
6. **SECRETARY’S REPORT**  
None
7. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF FEBRUARY 2, 2023**
  - Moved to approve by Commissioner Harris; 2<sup>nd</sup> by Commissioner Balboa  
Yes Votes – Balboa, Harris, Hendricks,
8. **APPROVAL OF JOB DESCRIPTION (FULL-TIME POSITIONS):**  
None
9. **APPROVAL TO OPEN RECRUITMENT (FULL-TIME POSITIONS):**
  - a. Human Resources Analyst  
Moved to approve by Chairperson Sanyal; 2<sup>nd</sup> by Commissioner Harris  
Yes Votes – Arroyo, Balboa, Harris, Hendricks and Sanyal
  - b. Police Officer Recruit – Pre-Service  
Moved to approve by Commissioner Harris; 2<sup>nd</sup> by Commissioner Arroyo  
Yes Votes – Arroyo, Balboa, Harris, Hendricks and Sanyal
10. **APPROVAL OF ELIGIBILITY LIST (CLASSIFIED FULL-TIME POSITIONS)**

- A. Human Resources Technician
  - Moved to approve by Chairperson Sanyal; 2<sup>nd</sup> by Commissioner Harris  
Yes Votes – Arroyo, Balboa, Harris, Hendricks, and Sanyal
- b. City Maintenance Worker - Parks
  - Moved to approve by Commissioner Arroyo; 2<sup>nd</sup> by Commissioner Hendricks  
Yes Votes – Arroyo, Balboa, Harris, Hendricks and Sanyal
- c. Community Services – Public Works Technician
  - Moved to approve by Commissioner Harris; 2<sup>nd</sup> by Chairperson Sanyal  
Yes Votes – Arroyo, Balboa, Harris, Hendricks and Sanyal

## 11. HEARINGS

None

## 12. COMMENTS FROM THE COMMISSIONERS

**Balboa** – *According to last City Council Meeting, everything for the commissioners goes back to normal. It appears that things will remain the same for now, and I am glad they acknowledged that we do something. It is imperative that we have people with knowledge. Especially when it is time for a hearing. It will show character and I am glad.*

**Harris** – *And I second that.*

**Arroyo** – *I concur.*

**Harris** – *I would to close the meeting in honor of Norm Morton. He died. He was an excellent servant of the community of Hawthorne. He was 90 years old.*

**Sanyal** – *Thank you. RIP*

## ADJOURNED AT 5:21 PM

Next Regular Civil Service Commission Meeting:  
March 2, 2023  
City Council Chamber