

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

Meeting Minutes
Hawthorne Memorial Center
Thursday, July 6, 2023
5:00 PM

1. **CALL TO ORDER AND ROLL CALL** – Commissioner Harris called the meeting to order at 5:04 PM
Present: Commissioners present Arroyo, Balboa, Harris
Absent: Chairperson Sanyal
Staff present 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 JULY 6, 2023 CIVIL SERVICE COMMISSION REGULAR MEETING AGENDA WAS POSTED AT CITY HALL, 4455 W. 126TH STREET AT 4:00 PM on MONDAY, JULY 3, 2023.**
4. **ORAL COMMUNICATIONS**
None
5. **WRITTEN COMMUNICATIONS**
None
6. **SECRETARY'S REPORT**
Lori Thomas, HR Analyst discussed current vacancy and gave the Commissioners an application and Form 700 for any interested prospects.
7. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF JUNE 15, 2023**
Moved to approve by Commissioner Arroyo; 2nd by Commissioner Harris
Yes Votes –Arroyo, Balboa, Harris
8. **APPROVAL OF JOB DESCRIPTION (FULL-TIME POSITIONS):**
 - a. NONE
9. **APPROVAL TO OPEN RECRUITMENT (FULL-TIME POSITIONS):**
 - a. None
10. **APPROVAL OF ELIGIBILITY LIST (CLASSIFIED FULL-TIME POSITIONS)**
 - a. Engineer Technician
Moved to approve by Commissioner Balboa; 2nd by Commissioner Arroyo
Yes Votes – Arroyo, Balboa, Harris

b. Police Recruit

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

11. HEARINGS

None

12. COMMENTS FROM THE COMMISSIONERS

Balboa discussed Commissioner Hendricks funeral arrangements.

ADJOURNED AT 5:26 PM

Next Regular Civil Service Commission Meeting:

July 20, 2023

Hawthorne Memorial Center