



**CITY OF HAWTHORNE  
CIVIL SERVICE COMMISSION AGENDA  
MINUTES FOR THE SPECIAL MEETING OF  
THURSDAY, APRIL 1, 2021 – 5:00 P.M  
Video/Teleconference Meeting**

1. CALL TO ORDER – Chairperson Sanyal called the meeting to order at 5:07 PM.
  - a. Roll Call – Present: Chairperson Sanyal, Commissioners Arroyo, Balboa, Harris and Hendricks.  
  
Also present: Christine Tomikawa, Director of Human Resources, Alison Stevens, Assistant City Attorney
2. PLEDGE OF ALLEGIANCE – delivered by Commissioner Hendricks
3. Pursuant to Government Code Section 54956, the April 1, 2021 Civil Service Commission Special Meeting Agenda was posted at City Hall, 4455 W. 126<sup>th</sup> Street at 10:00 AM on Wednesday, March 31, 2021.
4. ITEMS FROM THE COMMISSION - none
5. ORAL COMMUNICATIONS
  - a. Commissioners welcomed Commissioner Kenny Arroyo.
6. WRITTEN COMMUNICATIONS - none
7. APPROVAL OF MINUTES.
  - a. For the Special Meeting of February 24, 2021 – Moved by Chairperson Sanyal and 2<sup>nd</sup> by Commissioner Hendricks– Yes votes: Balboa, Hendricks and Sanyal; Abstain votes: Arroyo and Harris
8. APPROVAL OF PROPOSED JOB DESCRIPTIONS
  - a. None
9. APPROVAL TO OPEN RECRUITMENT (FULL-TIME POSITIONS).
  - a. None
10. APPROVAL OF ELIGIBILITY LISTS (FULL-TIME POSITIONS).
  - a. Community Services Officer – Chief Ishii provided background information on creation for CSO position; Moved by Commissioner Hendricks and 2<sup>nd</sup> by Commissioner Balboa – all present voted to approve.
  - b. Parking Enforcement Officer II – Moved by Chairperson Sanyal and 2<sup>nd</sup> by Commissioner Hendricks – all present voted to approve.
11. SECRETARY’S REPORT – none
12. HEARINGS - none
13. COMMENTS FROM COMMISSIONERS – Ms. Tomikawa shared Ms. Peters is still on extended leave. Commissioners welcome Commissioner Arroyo.
14. ADJOURNMENT – 5:26 PM

Meeting adjourned to a regular meeting scheduled for April 15, 2021 at 5:00 pm.