



**CITY OF HAWTHORNE  
CIVIL SERVICE COMMISSION AGENDA  
MINUTES FOR THE MEETING OF  
THURSDAY, JULY 15, 2021 – 5:00 P.M  
Video/Teleconference Meeting**

1. **CALL TO ORDER** – Chairperson Sanval called the meeting to order at 5:05 PM.
  - a. Roll Call – Present: Commissioners Arroyo and Balboa .  
Absent: Commissioners Harris and Hendricks

Also present: Alison Stevens, Assistant City Attorney.  
Irma Youssefieh, Interim Director of Human Resources and Gwendolyne Castro, Senior Human Resources Analyst
2. **PLEDGE OF ALLEGIANCE** – Delivered by Commissioner Balboa
3. **Pursuant to Government Code Section 54954, the June 3, 2021 Civil Service Commission Meeting Agenda was posted at City Hall, 4455 W. 126<sup>th</sup> Street at 5:00 PM on Monday, July 12, 2021.**
4. **ITEMS FROM THE COMMISSION** - None
5. **ORAL COMMUNICATIONS** – Interim HR Director Youssefieh discussed the recent turnover in the HR department and the staffing priorities within HR and Citywide. To avoid delays in opening recruitments, Director Youssefieh explained that HR would on occasion need to post job bulletins prior to the Commission’s review and approval. The Interim HR Director proposed adding the following language to the job bulletins posted ahead of regularly scheduled CSC meetings, “Pending Civil Service Commission Approval”. The Commissioners present expressed their support for the proposed actions and asked HR to confer with the Assistant City Attorney prior to implementation.
6. **WRITTEN COMMUNICATIONS** - None
7. **APPROVAL OF MINUTES**
  - a. For the Regular Meeting of June 17, 2021 – Moved by Chairperson Sanyal and 2<sup>nd</sup> by Commissioner Balboa –  
Yes votes: Sanyal, Balboa, and Arroyo
8. **SECRETARY’S REPORT** – None
9. **HEARINGS** - None
10. **COMMENTS FROM COMMISSIONERS** – None
11. **ADJOURNMENT** – 5:30 PM

Meeting adjourned to a regular meeting scheduled on August 5, 2021 at 5:00 pm.