

CITY OF HAWTHORNE

CIVIL SERVICE COMMISSION AGENDA



4455 W. 126th Street, Hawthorne, CA 90250

Irma Youssefieh, Interim Human Resources Director
Gwendolyne Castro, Senior Human Resources Analyst
Alison Stevens, Assistant City Attorney

Chair Robyn Leigh Carey Sanyal
Commissioner Kenny Arroyo
Commissioner Manuel Balboa
Commissioner Donald Harris
Commissioner Barbara Hendricks

Special Meeting
Video/Teleconference Meeting Minutes
Thursday, October 28, 2021
5:00 PM

CALL TO ORDER AND ROLL CALL - Chairperson Sanyal called to order the meeting at 5:06PM

Present: Chairperson Sanyal, Commissioners Balboa and Harris
Commissioner Hendricks joined the meeting at approximately 5:15PM

PLEDGE OF ALLEGIANCE

Delivered by Commissioner Balboa

1. ORAL COMMUNICATIONS

None

2. WRITTEN COMMUNICATIONS

None

3. APPROVAL OF MINUTES FOR THE REGULAR MEETING OF OCTOBER 21, 2021

Part of the record (This meeting adjourned due to lack of quorum)

4. APPROVAL OF JOB DESCRIPTION:

Senior Building Inspector – Moved to approve by Chairperson Sanyal, 2nd by Commissioner Harris.

Yes votes: Chairperson Sanyal and Commissioners Balboa and Harris
(Note: Chairperson Sanyal requested that Interim Human Resources Director Irma Youssefieh provide an explanation on the qualifications for this position in the next meeting.)

5. APPROVAL TO OPEN DEPARTMENTAL PROMOTIONAL RECRUITMENT:

Senior Building Inspector – Moved to approve by Chairperson Sanyal, 2nd by Commissioner Harris

Yes votes: Chairperson Sanyal and Commissioners Balboa and Harris

6. APPROVAL TO EXTEND CERTIFIED ELIGIBLE LIST:

Crew Leader – Parks Maintenance – Moved to approve by Commissioner Balboa, 2nd by Commissioner Harris

Yes votes: Chairperson Sanyal and Commissioners Balboa, Harris, and Hendricks

7. APPROVAL OF ELIGIBILITY LIST (CLASSIFIED FULL-TIME POSITION)

None

8. SECRETARY'S REPORT

9. HEARINGS

None

10. COMMENTS FROM THE COMMISSIONERS

11. ADJOURNED AT 5:18PM

Next Regular Civil Service Commission Meeting:
November 4, 2021, 5:00PM
Video/Teleconference Meeting