



CITY OF HAWTHORNE

CIVIL SERVICE COMMISSION

AGENDA

Erika Lampkin, Human Resources Manager
Evelyne Carmona, 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, July 21, 2022
5:00 PM

1. **CALL TO ORDER AND ROLL CALL** – Commissioner Arroyo called the meeting to order at 5:06 PM
Present: Commissioners Arroyo, Balboa, and Harris
Absent: Chairperson Sanyal and Commissioner Hendricks

Also present: Alison Stevens, Assistant City Attorney, Lori Thomas, Human Resources Analyst
2. **PLEDGE OF ALLEGIANCE**
Delivered by Commissioner Balboa
3. **PURSUANT TO GOVERNMENT CODE SECTION 54954, THE JULY 21, 2022 CIVIL SERVICE COMMISSION REGULAR MEETING AGENDA WAS POSTED AT CITY HALL, 4455 W. 126TH STREET AT 4:00 PM ON THURSDAY, JUNE 30, 2022.**
4. **ORAL COMMUNICATIONS**
 - a. Alison mentioned two discussion items regarding modifying the municipal code to require Commissioner attend a minimum number of meetings and to modify the Municipal code to properly identify classified and non-classified employees in order to properly direct them to MOU agreements. To be discussed further in the next regular meeting.
 - b. Arroyo requested the Commissioners be issue a City ID badge. Alison mentioned she would look into the request. To be discussed further in the next regular meeting.
5. **WRITTEN COMMUNICATIONS**
None
6. **SECRETARY'S REPORT**
None
7. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF MARCH 17, 2022**
 - a. Tabled to next meeting – no quorum
8. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF APRIL 21, 2022**
 - a. Tabled to next meeting – no quorum
9. **APPROVAL OF MINUTES FOR THE SPECIAL MEETING OF APRIL 28, 2022**
 - a. Tabled to next meeting – no quorum

10. APPROVAL OF MINUTES FOR THE REGULAR MEETING OF JULY 7, 2022

- a. Moved to approve by Commissioner Harris; 2nd by Commissioner Balboa
Yes Votes – Commissioners Arroyo, Balboa, Harris

11. APPROVAL OF JOB DESCRIPTION:

None

12. APPROVAL TO OPEN RECRUITMENT:

- a. Engineer Technician
Moved to approve by Commissioner Harris; 2nd by Commissioner Balboa
Yes Votes – Commissioners Arroyo, Balboa, Harris

13. APPROVAL OF ELIGIBILITY LIST (CLASSIFIED FULL-TIME POSITIONS)

None

14. HEARINGS

None

15. COMMENTS FROM THE COMMISSIONERS

None

16. ADJOURNED AT 5:21 PM

Next Regular Civil Service Commission Meeting:
August 4, 2022, 5:00PM
City Council Chamber