

# CITY OF HAWTHORNE

## CIVIL SERVICE COMMISSION AGENDA

Lori Thomas, Human Resources Analyst  
Alison Stevens, Assistant City Attorney



4455 W. 126th Street, Hawthorne, CA 90250

Chairperson Donald Harris  
Commissioner Kenny Arroyo  
Commissioner Manuel Balboa  
Commissioner Carmen "Calu" Rodriguez

Meeting Minutes  
City Council Chambers  
Thursday, December 7, 2023  
5:00 PM

1. **CALL TO ORDER AND ROLL CALL** – Chairperson Harris called the meeting to order at 5:03 PM  
Present: Chairperson Harris, Commissioners Arroyo, Rodriguez  
Absent: Commissioner Balboa  
Staff present Lori Thomas, Human Resources Analyst & Sean Lask, Assistant City Attorney
2. **PLEDGE OF ALLEGIANCE**  
Delivered by Commissioner Arroyo
3. **PURSUANT TO GOVERNMENT, CODE SECTION 54954, THE DECEMBER 7, 2023 CIVIL SERVICE COMMISSION REGULAR MEETING AGENDA WAS POSTED AT CITY HALL, 4455 W. 126<sup>TH</sup> STREET AT 4:00 PM on MONDAY, DECEMBER 4, 2023.**
4. **ORAL COMMUNICATIONS**  
None
5. **WRITTEN COMMUNICATIONS**  
None
6. **SECRETARY'S REPORT**  
None
7. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF NOVEMBER 16, 2023**  
Moved to approve by Commissioner Harris; 2<sup>nd</sup> by Commissioner Arroyo  
Yes Votes –Arroyo, Harris, Rodriguez
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. Police Officer – Recruit  
Moved to approve by Commissioner Harris; 2nd by Commissioner Rodriguez  
Yes Votes – Arroyo, Harris, Rodriguez
  - b. Police Officer – Pre-Service

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

c. Senior Housing Coordinator

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

**11. HEARINGS**

None

**12. COMMENTS FROM THE COMMISSIONERS**

None

**ADJOURNED AT 5:20 PM**

Next Regular Civil Service Commission Meeting:  
December 21, 2023  
City Council Chambers