

CITY OF HAWTHORNE

CIVIL SERVICE COMMISSION AGENDA

Lori Thomas, Human Resources Analyst
Sean Lask, 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, February 1, 2024
5:00 PM

1. **CALL TO ORDER AND ROLL CALL** – Chairperson Harris called the meeting to order at 5:04 PM
Present: Chairperson Harris, Commissioners Arroyo, Balboa, Rodriguez
Absent: Commissioner Carmen Rodriguez
Staff present Lori Thomas, Human Resources Analyst
2. **PLEDGE OF ALLEGIANCE**
Delivered by Commissioner Arroyo
3. **PURSUANT TO GOVERNMENT, CODE SECTION 54954, THE FEBRUARY 1, 2024 CIVIL SERVICE COMMISSION REGULAR MEETING AGENDA WAS POSTED AT CITY HALL, 4455 W. 126TH STREET AT 4:00 PM on MONDAY, JANUARY 29, 2024.**
4. **ORAL COMMUNICATIONS**
None
5. **WRITTEN COMMUNICATIONS**
None
6. **SECRETARY'S REPORT**
None
7. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF DECEMBER 7, 2023**
Moved to approve by Commissioner Arroyo; 2nd by Commissioner Harris
Yes Votes – Arroyo, Balboa, Harris
8. **APPROVAL OF JOB DESCRIPTION (FULL-TIME POSITIONS):**
 - a. None
9. **APPROVAL TO OPEN RECRUITMENT (FULL-TIME POSITIONS):**
 - a. Police Records Technician
Moved to approve by Commissioner Arroyo; 2nd by Commissioner Harris
Yes Votes – Arroyo, Balboa, Harris

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

a. Equipment Mechanic III

Moved to approve by Commissioner Arroyo; 2nd by Commissioner Harris

Yes Votes – Arroyo, Balboa, Harris

b. Jailer II – Promotional

Moved to approve by Commissioner Harris; 2nd by Commissioner Balboa

Yes Votes – Arroyo, Balboa, Harris

11. HEARINGS

None

12. COMMENTS FROM THE COMMISSIONERS

None

ADJOURNED AT 5:26 PM

Next Regular Civil Service Commission Meeting:

February 15, 2024

City Council Chambers