

# 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, June 6, 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 Balboa, Rodriguez  
Absent: Commissioner Arroyo  
Staff present Lori Thomas, Human Resources Analyst
2. **PLEDGE OF ALLEGIANCE**  
Delivered by Commissioner Harris
3. **PURSUANT TO GOVERNMENT, CODE SECTION 54954, THE JUNE 6, 2024 CIVIL SERVICE COMMISSION REGULAR MEETING AGENDA WAS POSTED AT CITY HALL, 4455 W. 126<sup>TH</sup> STREET AT 4:00 PM on MONDAY, JUNE 3, 2024.**
4. **ORAL COMMUNICATIONS**  
None
5. **WRITTEN COMMUNICATIONS**  
None
6. **SECRETARY'S REPORT**  
None
7. **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF MAY 16, 2024**  
Moved to approve by Commissioner Balboa; 2<sup>nd</sup> by Commissioner Harris  
Yes Votes – Balboa, Harris, Rodriguez
8. **APPROVAL OF JOB DESCRIPTION (FULL-TIME POSITIONS):**
  - a. None
9. **APPROVAL TO OPEN RECRUITMENT (FULL-TIME POSITIONS):**
  - a. Housing Assistant  
Moved to approve by Commissioner Rodriguez; 2<sup>nd</sup> by Commissioner Harris  
Yes Votes – Balboa, Harris, Rodriguez
10. **APPROVAL OF ELIGIBILITY LIST (CLASSIFIED FULL-TIME POSITIONS)**

- a. Police Officer – Recruit  
Moved to approve by Commissioner Rodriguez; 2<sup>nd</sup> by Commissioner Harris  
Yes Votes – Balboa, Harris, Rodriguez
- b. Police Officer – Pre-Service
  - i. Tabled
- c. Police Officer – Lateral
  - i. Tabled
- d. Senior Housing Coordinator  
Moved to approve by Commissioner Harris; 2<sup>nd</sup> by Commissioner Balboa  
Yes Votes – Balboa, Harris, Rodriguez
- e. Senior Human Resources Analyst – Promotional  
Moved to approve by Commissioner Harris; 2<sup>nd</sup> by Commissioner Rodriguez  
Yes Votes – Balboa, Harris, Rodriguez

**11. HEARINGS**

None

**12. COMMENTS FROM THE COMMISSIONERS**

Carmen Rodriguez will not be able to attend the next regular meeting Thursday, June 18, 2024.

**ADJOURNED AT 5:19 PM**

Next Regular Civil Service Commission Meeting:  
July 18, 2024  
City Council Chambers