



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, December 14, 2021
11:00AM

MINUTES

CALL TO ORDER

Chair Dan Archibeque called the Civil Service Commission Meeting to order at 11:00AM.

ROLL CALL

Commission Members Present: Dan Archibeque, Sharon Bonner, Erick Javaneau

Administrative and Civil Service Staff Members Present: Robert Jagger, Counsel for the Commission; Marisa Pacheco, HR Director; Manuel Alcalá, Civil Service Administrator.

AMENDMENTS TO THE AGENDA

None

READING AND APPROVAL OF MINUTES

Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to dispense with the reading and approve the minutes for the November 9, 2021 regular meeting as distributed.

Roll Call -- Ayes: Archibeque, Bonner, Javaneau. Motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve all items set forth in the consent agenda.

Roll Call—Ayes- Archibeque, Bonner and Javaneau. Motion carried unanimously.

REGULAR AGENDA

1. Submission of the eligible list for Airport Operations/Maintenance Worker

Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve, and certify the eligible list for the class title of Airport Operations/Maintenance Worker.

Roll Call—Ayes- Archibeque, Bonner, and Javaneau. Motion carried unanimously.

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December 14, 2021

REGULAR AGENDA (CONTINUED)

2. Submission of the eligible list for Permit Compliance Specialist

Commission Action: *Mr. Javaneau seconded by Ms. Bonner, moved to approve, and certify the eligible list for the class title of Permit Compliance Specialist.*

Roll Call—Ayes- Archibeque, Bonner, and Javaneau. Motion carried unanimously.

3. Submission of the eligible list for Stormwater Crew Leader

Commission Action: *Mr. Javaneau seconded by Ms. Bonner, moved to approve, and certify the eligible list for the class title of Stormwater Crew Leader.*

Roll Call—Ayes- Archibeque, Bonner, and Javaneau. Motion carried unanimously.

ADMINISTRATIVE ITEMS

1. The next regular meeting of the Civil Service Commission was scheduled for January 11, 2022 at 11:00 A.M. The meeting will be held in City Council Chambers, 1 City Hall Place (3rd floor).

ADMINISTRATIVE HEARING

1. Proposal to amend Civil Service Rule 18 – Notice of exam date and time.

Public Hearing:

Manuel Alcala, Civil Service Administrator provided a staff report and recommendations with respect to the proposed rule change.

No other parties appeared to speak, and the Hearing was closed.

Commission Action: *Mr. Javaneau seconded by Ms. Bonner, moved to recommend passage of the proposed rule change by City Council.*

Roll Call—Ayes- Archibeque, Bonner, and Javaneau. Motion carried unanimously.

ADJOURNED – 11:12AM



Commission Chair