



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, May 24, 2022
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; and Manuel Alcala, Civil Service Administrator.

AMENDMENTS TO THE AGENDA: None

READING AND APPROVAL OF MINUTES

Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to dispense with the reading and approve the minutes for the May 10, 2022 regular meeting as distributed.

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

APPROVAL OF CONSENT AGENDA

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

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

REGULAR AGENDA

1. Review the appeal submitted by Kari Conger, relating to the rejection of her application for Emergency Services Dispatcher exam.

Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the objection is sustained

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

2. Review the appeal submitted by Shania Vigil, relating to the rejection of her application for the Emergency Services Dispatcher exam.

Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the objection is sustained.

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

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REGULAR AGENDA (CONTINUED)

3. Review the appeal submitted by Richard Jones, relating to question #26 on the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
4. Review the appeal submitted by Richard Jones, relating to question #39 on the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
5. Review the appeal submitted by Richard Jones, relating to question #40 on the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
6. Review the appeal submitted by Richard Jones, relating to question #43 on the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
7. Review the appeal submitted by Richard Jones, relating to question #53 on the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is sustained.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
8. Review the appeal submitted by Richard Jones, relating to question #58 on the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is sustained.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
9. Review the appeal submitted by Richard Jones, relating to question #79 on the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
10. Review the appeal submitted by Richard Jones, relating to question #85 on the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.

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REGULAR AGENDA (CONTINUED)

11. Review the appeal submitted by Richard Jones, relating to question #90 on the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is approved as set forth in the recommendation.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
12. Review the appeal submitted by Richard Jones, relating to question #94 on the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
13. Review the appeal submitted by Richard Jones, relating to question #96 on the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
14. Review the appeal submitted by Richard Jones, relating to question #100 on the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
15. Review the appeal submitted by Richard Jones, relating to question #101 on the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
16. Review the appeal submitted by Sam Martin, relating to the conduct and content of the Senior Airport Operations/Maintenance Specialist written exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
17. Submission of the eligible list for Accounting Technician IV.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve, and certify the eligible list for the class title of Accounting Technician IV.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
18. Submission of the eligible list for Emergency Services Dispatcher.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve, and certify the eligible list for the class title of Emergency Services Dispatcher.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.

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19. Submission of the eligible list for HR Analyst I.

Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve, and certify the eligible list for the class title of HR Analyst I.

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

20. Submission of the eligible list for Senior Airport Operations / Maintenance Specialist.

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

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

21. Submission of the eligible list for Utility Worker.

Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve, and certify the eligible list for the class title of Utility Worker.

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

ADMINISTRATIVE ITEMS

1. The next regular meeting of the Civil Service Commission was scheduled for Tuesday June 14, 2022, at 11:00 AM. The meeting will be held in City Council Chambers, 1 City Hall Place (3rd floor).

ADJOURNED – 11:34 AM



Commission Chair