



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, August 9, 2022
11:00AM

MINUTES

CALL TO ORDER

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

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, Human Resource Director; and Manuel Alcala, Civil Service Administrator.

AMENDMENTS TO THE AGENDA: NO

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 July 12, 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 Brittany Rutherford, relating to the removal of her name from the Firefighter eligible list.

Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is sustained, as set forth in the staff report. The staff report has been made part of the record in this matter.

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

CIVIL SERVICE COMMISSION MEETING MINUTES
August 9, 2022

REGULAR AGENDA (CONTINUED)

2. Review the appeal submitted by Melanie Turner, relating to the rejection of her application to the Deputy Director of Public Works exam.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to reject the recommendation of the Civil Service Analyst and the appeal is rejected, as set forth in the staff report. The staff report has been made part of the record in this matter.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
3. Submission of the eligible list for Building Custodian.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Building Custodian.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
4. Submission of the eligible list for Community Service Specialist.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Community Service Specialist.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
5. Submission of the eligible list for Deputy Director of Public Works.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Deputy Director of Public Works.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
6. Submission of the eligible list for Metropolitan Planning Organization Manager.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Metropolitan Planning Organization Manager.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
7. Submission of the eligible list for WWTP Maintenance Mechanic.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of WWTP Maintenance Mechanic.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.

ADMINISTRATIVE ITEMS

1. Bob Jagger discussed a memorandum to the City Mayor, regarding presentation of an Ordinance to amend the Commission's monthly compensation. Mr. Jagger received feedback and direction from the Commission to finalize the memorandum.
2. The next regular meeting of the Civil Service Commission was scheduled for Tuesday August 23, 2022, at 11:00 AM. The meeting will be held in City Council Chambers, 1 City Hall Place (3rd floor).

ADJOURNED – 11:19 AM



Commission Chair