



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, August 23, 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 August 9, 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 Stephen Sutton, relating to the removal of his name from the Office Assistant 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.

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REGULAR AGENDA (CONTINUED)

2. 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.
3. Submission of the eligible list for Assistant Accounting Manager.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Assistant Accounting Manager.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
4. Submission of the eligible list for Inspector - Stormwater.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Inspector - Stormwater.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
5. Submission of the eligible list for Planner.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Planner.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
6. Submission of a Memorandum to Mayor Gradisar with respect to monthly compensation of Commissioners.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the Memorandum to Mayor Gradisar.
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 September 13, 2022, at 11:00 AM. The meeting will be held in City Council Chambers, 1 City Hall Place (3rd floor).

ADJOURNED - 11:07 AM


Commission Chair