



CIVIL SERVICE COMMISSION MEETING  
CITY COUNCIL CHAMBERS – CITY HALL  
#1 CITY HALL PLACE  
Tuesday, April 25, 2023  
11:00AM

## MINUTES

### CALL TO ORDER

Chair Dan Archibeque called the meeting to order at 11:01 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, HR 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 April 11, 2023 meeting as distributed.

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

### APPROVAL OF CONSENT AGENDA

**Commission Action:** Mr. Archibeque seconded by Mr. Javaneau, 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 Sam Biondolillo, relating to the removal of their 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 rejected, as set forth in the staff report. The staff report and the Commission's review of the background information has been made part of the record in this matter.

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

2. Review the Appeal submitted by John Keller, relating to the removal of their name from the Police Patrol Officer eligibility list.

**Commission Action:** Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected, as set forth

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in the staff report. The staff report and the Commission's review of the background information has been made part of the record in this matter.

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

3. Review the Appeal submitted by Jared Vigil, relating to the removal of their name from the Police Patrol Officer eligibility list.

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

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

4. Review the Appeal submitted by Travis Allee, relating to the content of the Fire Captain exam.

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

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

5. Review the Appeal submitted by Matthew Cornella, relating to the content of the Fire Captain exam.

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

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

6. Review the Appeal submitted by Spencer Craig, relating to the content of the Fire Captain exam.

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

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

7. Review the Appeal submitted by Brian Garcia, relating to the content of the Fire Captain exam.

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

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

8. Review the Appeal submitted by Frank Guasta, relating to the content of the Fire Captain exam.

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

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

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9. Review the Appeal submitted by Daniel Jones, relating to the content of the Fire Captain exam.

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

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

10. Review the Appeal submitted by Paul Luebke, relating to the content of the Fire Captain exam.

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

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

11. Review the Appeal submitted by Matthew Pike, relating to the content of the Fire Captain exam.

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

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

12. Review the Appeal submitted by Nathan Schwalm, relating to the content of the Fire Captain exam.

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

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

13. Review the Appeal submitted by Matthew Stringer, relating to the content of the Fire Captain exam.

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

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

14. Review the Appeal submitted by Michael Tucci, relating to the content of the Fire Captain exam.

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

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

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15. Submission of the eligible list for Budget Analyst.

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

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

16. Submission of the eligible list for Community Risk Reduction Coordinator.

**Commission Action:** Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Community Risk Reduction Coordinator.

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

17. Submission of the eligible list for Fire Captain.

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

18. Submission of the eligible list for Sweeper Operator.

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

**ADMINISTRATIVE ITEMS**

1. The next regular meeting of the Civil Service Commission was scheduled for Tuesday May 9, 2023, at 11:00 AM. The meeting will be held in City Council Chambers, 1 City Hall Place (3<sup>rd</sup> floor).

**ADJOURN – 11:28 A.M.**

  
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Commission Chair