



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, May 23, 2023
11:00AM

MINUTES

CALL TO ORDER

Chair Dan Archibeque called the meeting to order at 11:00 AM.

ROLL CALL

Commission Members Present: Dan Archibeque, Sharon Bonner and 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

1. Add the Commission's approval for the HR Analyst II T&E to item #5 of the Consent Agenda.
2. Add the certification of HR Analyst II as item #7 of the Regular Agenda.

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 9, 2023 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 Sandy Santti, relating to the rejection of their application for the Police Patrol Officer.

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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2. Review the appeal submitted by John Shadel, relating to the removal of their name from the Utility Worker 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
3. Submission of the eligible list for Auto Mechanic.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Auto Mechanic.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
4. Submission of the eligible list for Park Caretaker II.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Park Caretaker II.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
5. Submission of the eligible list for Police Patrol Officer.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Police Patrol Officer.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
6. Submission of the eligible list for Wastewater Operator A.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Wastewater Operator A.
Roll Call: Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously
7. Submission of the eligible list for HR Analyst II.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of HR Analyst II.
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 13, 2023, at 11:00 AM. The meeting will be held in City Council Chambers, 1 City Hall Place (3rd floor).

ADJOURN – 11:12 A.M.


Commission Chair