



CIVIL SERVICE COMMISSION MEETING  
CITY COUNCIL CHAMBERS – CITY HALL  
#1 CITY HALL PLACE  
Tuesday, August 22, 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, Erick Javaneau.

**Administrative and Civil Service Staff Members Present:** Robert Jagger, Counsel for the Commission; Bella Trujillo, HR Deputy Director; and Manuel Alcalá, Civil Service Administrator.

### AMENDMENTS TO THE AGENDA – No

### READING AND APPROVAL OF MINUTES

**Commission Action:** Mr. Javaneau seconded by Ms. Bonner, moved to dispense with the reading and approve the minutes for the August 8, 2023 meeting as distributed.

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

### APPROVAL OF CONSENT AGENDA

**Commission Action:** Mr. Javaneau 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 Brandon Christie, relating to the removal of their name from the Police Patrol Officer eligible list.

**Commission Action:** Mr. Javaneau seconded by Ms. Bonner, moved to approve 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.

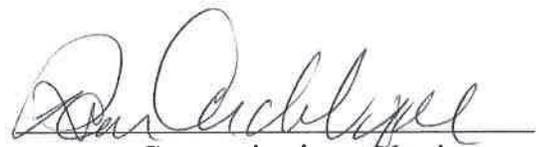
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2. Review the appeal submitted by Emma Weinstein, relating to the rejection of their application to the Office Assistant exam.  
**Commission Action:** Mr. Javaneau seconded by Ms. Bonner, moved to approve recommendation of the Civil Service Administrator 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 Community Risk Reduction Coordinator.  
**Commission Action:** Mr. Javaneau 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.
4. Submission of the eligible list for Accountant II.  
**Commission Action:** Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Accountant II.  
**Roll Call:** Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously.
5. Submission of the eligible list for Office Assistant.  
**Commission Action:** Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Office Assistant.  
**Roll Call:** Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously
6. Submission of the eligible list for Planner.  
**Commission Action:** Mr. Javaneau 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.
7. Submission of the eligible list for Tax Auditor I.  
**Commission Action:** Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Tax Auditor I.  
**Roll Call:** Ayes- Archibeque, Bonner, Javaneau. Motion carried unanimously
8. Submission of the eligible list for Wastewater Utility Worker.  
**Commission Action:** Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Wastewater 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 September 12, 2023, at 11:00 AM. The meeting will be held in City Council Chambers, 1 City Hall Place (3<sup>rd</sup> floor).

**ADJOURN – 11:10 A.M.**

  
Commission Chair