



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, January 23, 2024
11:00AM

MINUTES

CALL TO ORDER

Chair Dan Archibeque called the meeting to order at 11:02 AM.

ROLL CALL

Commission Members Present: Dan Archibeque, Sharon Bonner.

Administrative and Civil Service Staff Members Present: George Hypolite, Counsel for the Commission; Bella Trujillo, Assistant HR Director; and Manuel Alcala, Civil Service Administrator.

AMENDMENTS TO THE AGENDA:

None.

READING AND APPROVAL OF MINUTES

Commission Action: Ms. Bonner seconded by Mr. Archibeque, moved to dispense with the reading and approve the minutes for the January 9, 2024 meeting as distributed.

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

APPROVAL OF CONSENT AGENDA

Commission Action: Ms. Bonner seconded by Mr. Archibeque, moved to approve all items set forth in the consent agenda.

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

REGULAR AGENDA

1. Review the appeal submitted by Duman Mondragon, relating to the rejection of their Police Patrol Officer exam application.

Commission Action: Ms. Bonner seconded by Mr. Archibeque, 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. Motion carried unanimously.

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2. Review the appeal submitted by Michaela Bryan, relating to the rejection of their Real Time Crime Center Technician exam application.
Commission Action: Ms. Bonner seconded by Mr. Archibeque, moved to approve the recommendation of the Civil Service Administrator and the appeal is approved, 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. Motion carried unanimously.
3. Submission of the eligible list for Accountant I
Commission Action: Ms. Bonner seconded by Mr. Archibeque, moved to approve and certify the eligible list for the class title of Accountant I.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
4. Submission of the eligible list for Associate Engineer I
Commission Action: Ms. Bonner seconded by Mr. Archibeque, moved to approve and certify the eligible list for the class title of Associate Engineer I.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
5. Submission of the eligible list for Community Outreach Specialist
Commission Action: Ms. Bonner seconded by Mr. Archibeque, moved to approve and certify the eligible list for the class title of Community Outreach Specialist.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
6. Submission of the eligible list for Court Technician
Commission Action: Ms. Bonner seconded by Mr. Archibeque, moved to approve and certify the eligible list for the class title of Court Technician.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
7. Submission of the eligible list for Office Assistant
Commission Action: Ms. Bonner seconded by Mr. Archibeque, moved to approve and certify the eligible list for the class title of Office Assistant.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
8. Submission of the eligible list for Real Time Crime Center Technician
Commission Action: Ms. Bonner seconded by Mr. Archibeque, moved to approve and certify the eligible list for the class title of Real Time Crime Center Technician.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.

ADMINISTRATIVE ITEMS

1. The next regular meeting of the Civil Service Commission was scheduled for Tuesday February 13, 2024, at 11:00 AM. The meeting will be held in City Council Chambers, 1 City Hall Place (3rd floor).

ADJOURN – 11:16 A.M.


Commission Chair