



CIVIL SERVICE COMMISSION MEETING  
CITY COUNCIL CHAMBERS – CITY HALL  
#1 CITY HALL PLACE  
Tuesday, March 26, 2024  
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:** David Wyatt, Counsel for the Commission; and Manuel Alcala, 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 March 12, 2024 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 Jeffrey Canada, 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 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. Submission of the eligible list for Civil Engineer / Transportation.

**Commission Action:** Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Civil Engineer / Transportation.

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

3. Submission of the eligible list for GPS Technician.

**Commission Action:** Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of GPS Technician.

CIVIL SERVICE COMMISSION MEETING MINUTES  
March 26, 2024

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

4. Submission of the eligible list for Parts Clerk.

**Commission Action:** Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Parts Clerk.

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

5. Review the viability of reverting to monthly Civil Service Commission meetings. Mr. Javaneau seconded by Ms. Bonner, moved to revert Commission meetings to once per month. The Commission will now meet on the third Thursday of each month.

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

**ADMINISTRATIVE ITEMS**

1. The next regular meeting of the Civil Service Commission was scheduled for Thursday April 18, 2024, at 11:00 AM. The meeting will be held in City Council Chambers, 1 City Hall Place (3<sup>rd</sup> floor).

**ADJOURN** - 11:31 A.M.

  
Commission Chair