



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, May 16, 2024
11:00AM

MINUTES

CALL TO ORDER

Chair Dan Archibeque called the meeting to order at 11: 09 AM.

ROLL CALL

Commission Members Present: Dan Archibeque, Sharon Bonner,

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

AMENDMENTS TO THE AGENDA:

Add T&E approval of the System Administrator to the consent agenda and the certification of the eligible list as item #8 on the regular agenda.

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 April 18, 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 Matthew McHale, relating to the rejection of their application for the Outdoor Recreation Administrator exam.

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.

2. Review the appeal submitted by Sandra Gutierrez, relating to the rejection of their application for the PD Community Engagement Manager exam.

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

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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. Motion carried unanimously.

3. Review the appeal submitted by Joseph Stevens, relating to the rejection of their application for the Police Patrol Officer exam.

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.

4. Submission of the eligible list for Construction Inspector.

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

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

5. Submission of the eligible list for Outdoor Recreation Administrator.

Commission Action: Ms. Bonner seconded by Mr. Archibeque, moved to approve and certify the eligible list for the class title of Outdoor Recreation Administrator

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

6. Submission of the eligible list for Police Patrol Officer (Entry Level).

Commission Action: Ms. Bonner seconded by Mr. Archibeque, moved to approve and certify the eligible list for the class title of Police Patrol Officer (Entry Level).

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

7. Submission of the eligible list for Police Patrol Officer (POST Certified).

Commission Action: Ms. Bonner seconded by Mr. Archibeque, moved to approve and certify the eligible list for the class title of Police Patrol Officer (POST Certified).

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

8. Submission of the eligible list for System Administrator.

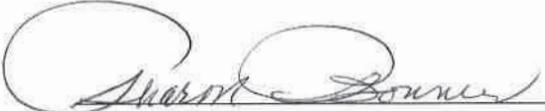
Commission Action: Ms. Bonner seconded by Mr. Archibeque, moved to approve and certify the eligible list for the class title of System Administrator.

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

ADMINISTRATIVE ITEMS

1. Manuel Alcala stated that he and Commission Counsel David Wyatt have been working on a proposed criteria for special meetings and would have more for the Commission during the next meeting.
2. The next regular meeting of the Civil Service Commission was scheduled for Thursday June 20, 2024, at 11:00 AM. The meeting will be held in City Council Chambers, 1 City Hall Place (3rd floor).

ADJOURN - 11:21 A.M.



Commission Chair