



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Thursday, September 18, 2025
11:00AM

MINUTES

CALL TO ORDER

Commission 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: Laura Portis, Counsel for the Commission, Marisa Pacheco, HR Director, and Karen Willson, 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 21, 2025, meeting as distributed.

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

REGULAR AGENDA

1. Hearing for Ryan Bender, relating to the rejection of their application for the Facilities Maintenance Technician exam.

Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to reject the decision as presented. This information has been made part of the record in this matter.

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

2. Review the appeal submitted by Brian Garcia, relating to the removal of their name from the Fire Engineer eligibility list.

Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal was 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. Review the appeal submitted by Alexis Gleason, 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 Analyst and the appeal was 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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4. Review the appeal submitted by Gerald Laurita, relating to the rejection of their application for the Police Patrol Officer exam.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal was 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.
5. Review the appeal submitted by Dustin Hanson and Kehlen Kirby, relating to the content of the Fire Captain exam.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal was approved for question #94, but rejected for questions 43, 49, 57, 62, 82, and 88, 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.
6. Review the appeal submitted by Robert Mauro, relating to the removal of their name from the Equipment Operator IV eligibility list.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal was 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, Javaneau. Motion carried unanimously.
7. Review the appeal submitted by Jason Mayer, relating to the removal of their name from the Equipment Operator IV eligibility list.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal was 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, Javaneau. Motion carried unanimously.
8. Review the appeal submitted by Shawn-Ce Murray, relating to the removal of their name from the Community Service Officer eligibility list.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal was 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.
9. Review the appeal submitted by Cristal Pena-Jaramillo, relating to the rejection of their application for the Police Patrol Officer examination.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal was 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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10. Review the appeal submitted by Melanie Turner, relating to the rejection of their application for the Civil Engineer / Drainage exam.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal was 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.
11. Submission of the eligible list for Court Technician.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Court Technician.
Roll Call: Ayes – Archibeque, Bonner, Javaneau. Motion carried unanimously.
12. Submission of the eligible list for Emergency Services Dispatcher.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Emergency Services Dispatcher.
Roll Call: Ayes – Archibeque, Bonner, Javaneau. Motion carried unanimously.
13. Submission of the eligible list for Engineering Manager.
Commission Action: Mr. Javaneau seconded by Ms. Bonner moved to approve and certify the eligible list for the class title of Engineering Manager.
Roll Call: Ayes – Archibeque, Bonner, Javaneau. Motion carried unanimously.
14. Submission of the eligible list for Facilities Maintenance Technician.
Commission Action: Mr. Javaneau seconded by Ms. Bonner moved to approve and certify the eligible list for the class title of Facilities Maintenance Technician.
Roll Call: Ayes – Archibeque, Bonner, Javaneau. Motion carried unanimously.
15. Submission of the eligible list for Fire Captain.
Commission Action: Mr. Javaneau seconded by Ms. Bonner moved to approve and certify the eligible list for the class title of Fire Captain.
Roll Call: Ayes – Archibeque, Bonner, Javaneau. Motion carried unanimously.
16. Submission of the eligible list for Firefighter.
Commission Action: Mr. Javaneau seconded by Ms. Bonner moved to approve and certify the eligible list for the class title of Firefighter.
Roll Call: Ayes – Archibeque, Bonner, Javaneau. Motion carried unanimously.
17. Submission of the eligible list for Police Patrol Officer – 2507-Entry.
Commission Action: Mr. Javaneau seconded by Ms. Bonner moved to approve and certify the eligible list for the class title of Police Patrol Officer – 2507-Entry.
Roll Call: Ayes – Archibeque, Bonner, Javaneau. Motion carried unanimously.
18. Submission of the eligible list for Police Patrol Officer – 2507-POST.
Commission Action: Mr. Javaneau seconded by Ms. Bonner moved to approve and certify the eligible list for the class title of Police Patrol Officer – 2507-POST.
Roll Call: Ayes – Archibeque, Bonner, Javaneau. Motion carried unanimously.
19. Submission of the eligible list for Police Payroll Technician.

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

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

20. Submission of the eligible list for Police Sergeant.

Commission Action: Mr. Javaneau seconded by Ms. Bonner moved to approve and certify the eligible list for the class title of Police Sergeant.

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

21. Submission of the eligible list for Senior Office Assistant.

Commission Action: Mr. Javaneau seconded by Ms. Bonner moved to approve and certify the eligible list for the class title of Senior Office Assistant.

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

22. Submission of the eligible list for Streets Maintenance Supervisor.

Commission Action: Mr. Javaneau seconded by Ms. Bonner moved to approve and certify the eligible list for the class title of Streets Maintenance Supervisor.

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

23. 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.

ADMINISTRATIVE ITEMS

1. The date for the next regularly scheduled meeting will be October 16, 2025.

ADJOURN - 11:36 A.M.


Commission Chair