



**CITY OF WEST COVINA  
HUMAN RESOURCES COMMISSION**

**THURSDAY NOVEMBER 10, 2016, 6:30 PM  
SPECIAL MEETING**

**CITY HALL  
MANAGEMENT RESOURCE CENTER, ROOM 305  
1444 W. GARVEY AVENUE SOUTH  
WEST COVINA, CALIFORNIA 91790**

**Chairman Henry Torres  
Commissioner Doran Barns  
Commissioner Ian Jones  
Commissioner Gayle Mason  
Commissioner Ashley Rozatti**

***AMERICANS WITH DISABILITIES ACT***

The City complies with the Americans with Disabilities Act (ADA). If you will need special assistance at Commission meetings, please call (626) 939-8450 (voice) or (626) 960-4422 (TTY) from 8:00 AM to 5:00 PM Monday through Thursday. Do call at least one day prior to the meeting date to inform us of your particular needs and to determine if accommodation is possible. For sign language interpreter services at Commission meetings, please request no less than two working days prior to the meeting.

***AGENDA MATERIAL***

Agenda material is available for review at the City Clerk's Office, Room 317 in City Hall, 1444 W. Garvey Avenue South, West Covina and at [www.westcovina.org](http://www.westcovina.org). Any writings or documents regarding any item on this agenda, not exempt from public disclosure, provided to a majority of the Commission that is distributed less than 72 hours before the meeting, will be made available for public inspection in the City Clerk's Office, Room 317 of City Hall located at 1444 W. Garvey Avenue South, West Covina, during normal business hours.

**PUBLIC COMMENTS**  
**ADDRESSING THE HUMAN RESOURCES COMMISSION**

Any person wishing to address the Commission on any matter listed on the agenda or on any other matter within their jurisdiction should complete a speaker card and submit the card to the Commission Secretary.

*Please identify on the speaker card whether you are speaking on an agenda item or non-agenda. Requests to speak on agenda items will be heard prior to requests to speak on non-agenda items. All comments are limited to five (5) minutes per speaker.*

**Oral Communications may be limited to thirty (30) minutes, unless speakers addressing agenda items have not concluded.**

**AGENDA  
CITY OF WEST COVINA  
HUMAN RESOURCES COMMISSION  
THURSDAY NOVEMBER 10, 2016, 6:30 PM  
SPECIAL MEETING**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Commission Roll Call

**CHANGES TO THE AGENDA**

**ORAL COMMUNICATIONS – Five (5) minutes per speaker**

*Please step forward and state your name and city of residence for the record when recognized by the Chairman.*

**APPROVAL OF SUMMARY OF ACTIONS**

1) Special Meeting of June 28, 2016

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to \_\_\_\_\_ the  
Summary of Actions of the Special Meeting of June 28, 2016. Motion carried \_\_\_\_\_.

**CLOSED SESSION**

**PERSONNEL ACTION**

**Pursuant to Government Code Section 54957**

2) Disability Determination – Police Officer

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to \_\_\_\_\_ the  
Disability Retirement for a Police Officer. Motion carried \_\_\_\_\_.

3) GRIEVANCES - Review and Determination of Grievances filed by Fire Captain, Firefighter/Paramedic, and Fire Engineer.

A. Grievance – Fire Captain, requesting to resign as the Public Education Materials Coordinator.

Staff recommends that the Human Resources Commission deny the grievance.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to \_\_\_\_\_ the grievance filed by the Firefighters Association. Motion carried \_\_\_\_\_.

B. Grievance – Fire/Paramedic, requesting to resign as the EMS Supplies Coordinator, EMS Drug Recall Coordinator and Helmet Velcro ID Coordinator.

Staff recommends that the Human Resources Commission deny the grievance.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to \_\_\_\_\_ the grievance filed by the Firefighters Association. Motion carried \_\_\_\_\_.

C. Grievance – Fire Engineer, requesting to resign as the Flashlight Detail and Vehicle Master List Detail Coordinator.

Staff recommends that the Human Resources Commission deny the grievance.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to \_\_\_\_\_ the grievance filed by the Firefighters Association. Motion carried \_\_\_\_\_.

**REPORTING OUT FROM CLOSED SESSION**

**ACTION ITEMS TO CITY MANAGER/CITY COUNCIL**

None

**STAFF REPORTS/DISCUSSION**

None

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

Next Regular Meeting is scheduled for December 14, 2016 at 6:30 PM.



## **APPROVAL OF SUMMARY OF ACTIONS**

### 1) Special Meeting of May 10, 2016

Motion by A. Rozatti seconded by G. Mason to approve the Summary of Actions of the Special Meeting of May 10, 2016. Motion carried 5 – 0.

## **ACTION ITEMS TO CITY MANAGER/CITY COUNCIL**

### 2) Consideration of Revised Class Specification: Public Works Superintendent

Staff recommends that the Human Resources Commission approve the revised class specification.

Motion by I. Jones seconded by D. Barnes to approve the revised class specification. Motion carried 5 - 0.

## **GRIEVANCE – Continuance - Review and Determination of Grievance filed by Fire Captain**

### 3) Grievance – Fire Captain

Staff recommends that the Human Resources Commission deny the grievance.

The Human Resources Commission voted 3-2 to recommend granting the City's motion to dismiss the grievance. Commissioners Torres, Jones and Barnes voted in favor of the motion to dismiss and Commissioners Rozatti and Mason voted in opposition.

## **STAFF REPORTS/DISCUSSION**

None

## **COMMISSIONER COMMENTS**

None

## **ADJOURNMENT**

Next Regular Meeting is scheduled for August 9, 2016