

*Memorandum*

**A G E N D A**

ITEM NO. 1

DATE July 21, 2015

**CITY OF WEST COVINA  
HUMAN RESOURCES COMMISSION MEETING  
SUMMARY OF ACTIONS OF THE REGULAR MEETING  
OF THE HUMAN RESOURCES COMMISSION FEBRUARY 11, 2015**

**MEETING CALLED TO ORDER:** 6:30 PM

**I. PLEDGE OF ALLEGIANCE** Commissioner Torres

**II. INVOCATION** Commissioner Torres

**III. ROLL CALL**

Commissioners Present: Montes, Torres, Blakely and Villaloboz

Commissioners Absent: Pando-Umaguing

Staff Present: Chris Freeland, Ria Ioannidis, Bob Franco

Edward Macias

**IV. ORAL COMMUNICATIONS**

**A. Agenda Items**

At this time the Human Resources Commission will receive comments on any agenda item. Anyone wishing to address the Human Resources Commission on an item on the agenda should come forward when requested by the Chairperson and state your name and address for the record. Comments pertaining to agenda items will be addressed by the Human Resources Commission at the time the agenda item is considered.

**B. Non-Agenda Items**

This is the time when any member of the public may bring a matter to the attention of the Commission that is within the scope of duties assigned to the Commission. The Ralph M. Brown Act limits the Human Resources Commission and staff's ability to respond to comments on non-agendized matters at the time such comments are made. Thus, your comments may be agendized for a future meeting or referred to staff. The Commission may discuss or ask questions for clarification, if desired, at this time.

**V. PERSONNEL ACTION**

**Pursuant to Government Code Section 54957**  
**Disability Determination – Firefighter/Paramedic**

Motion by Villaloboz , seconded by Montes, to approve the Disability Retirement for a Firefighter/Paramedic. Motion carried 4-0 .

**VI. APPROVAL OF SUMMARY OF ACTIONS**

**Regular Meeting of December 10, 2014**

Motion by Montes seconded by Blakely to approve    the Summary of Actions of the regular meeting of December 10, 2014. Motion carried 4-0 .

**VII. ACTION ITEMS TO CITY MANAGER/CITY COUNCIL - NONE**

**VIII. INFORMATIONAL - Monthly Reports**

**Recruitment Status Report – December 2014 and January 2015**

These reports provide recent recruitment activity.

**IX. STAFF REPORTS/DISCUSSION**

Consideration to amend the Personnel Rules and Municipal Code relating to Employer/Employee Relations.

Consideration of draft Internship Policy for review and discussion.

**X. COMMISSION’S COMMENTS**

Commissioner Montes requested the review of Commissioner Rates. This will be reviewed in the next council meeting and the Assist City Clerk is preparing a staff report.

Commissioner Montes asked regarding pending personnel matter and if it has been resolved. Staff answered yes.

**XI. ADJOURNMENT**