

AGENDA

ITEM NO. _____

DATE March 1, 2016

**CITY OF WEST COVINA
HUMAN RESOURCES COMMISSION MEETING
SUMMARY OF ACTIONS OF THE REGULAR MEETING
OF THE HUMAN RESOURCES COMMISSION OCTOBER 14, 2015**

MEETING CALLED TO ORDER: 6:36 PM

I. PLEDGE OF ALLEGIANCE Commissioner Torres

II. INVOCATION Commissioner Torres

III. ROLL CALL

Commissioners Present: Blakely, Torres, Barnes, Rozatti

Commissioners Absent: Pando-Umaging

Staff Present: Tom Bokosky, Bob Franco, Edward Macias
Eva Sahagun

A. Introduction of new Human Resources Commissioners

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. APPROVAL OF SUMMARY OF ACTIONS

Regular Meeting of June 10, 2015

Motion by Blakely seconded by Torres to approve the Summary of Actions of the regular meeting of June 10, 2015. Motion carried 2 – 0; 2 Abstained Barnes and Rozatti.

VI. ACTION ITEMS TO CITY MANAGER/CITY COUNCIL

A. Consideration of Revised Class Specification: Accounting Technician

Motion by Rozatti seconded by Barnes to approve the revised class specification for Accounting Technician. Motion carried 4 – 0.

VIII. INFORMATIONAL - Monthly Reports

A. Recruitment Status Report – June 2015, July 2015, August 2015, September 2015

These reports provide recent recruitment activity.

IX. STAFF REPORTS/DISCUSSION

A. Consideration of Draft Employer-Employee Relations Resolution

X. COMMISSION'S COMMENTS

XI. ADJOURNMENT

Motion by Torres to adjourn the meeting at 7:14 P.M., to the next regular meeting of the Human Resources Commission on Wednesday, December 9, 2015 at 6:30 P.M. in the Management Resources Center, Room 314. Motion carried 4 - 0.