



**CITY OF WEST COVINA
HUMAN RESOURCES COMMISSION**

**WEDNESDAY APRIL 13, 2016, 6:30 PM
REGULAR MEETING**

**CITY HALL
MANAGEMENT RESOURCE CENTER, ROOM 314
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. 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.

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INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

Introduction of new Human Resources Commissioner Gayle Mason
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.

CLOSED SESSION

PERSONNEL ACTION

Pursuant to Government Code Section 54957

- 1) Police Officer - Industrial Disability Retirement Determination
- 2) Firefighter/Paramedic - Industrial Disability Retirement Determination
- 3) Fire Engineer - Industrial Disability Retirement Determination

REPORTING OUT FROM CLOSED SESSION

APPROVAL OF SUMMARY OF ACTIONS

4) Special Meeting of February 10, 2016

Motion by _____ seconded by _____ to _____ the Summary of Actions of the Special Meeting of February 10, 2016. Motion carried _____.

ACTION ITEMS TO CITY MANAGER/CITY COUNCIL

5) Approval of new position classifications.

Code Enforcement Supervisor

Motion by _____, seconded by _____, to _____ the new class specification for Code Enforcement Supervisor. Motion carried _____.

Reprographics Coordinator

Motion by _____, seconded by _____, to _____ the new class specification for Reprographics Coordinator. Motion carried _____.

STAFF REPORTS/DISCUSSION

6) Employer - Employee Relations Resolution

COMMISSIONER COMMENTS

ADJOURNMENT

Next Special Meeting is scheduled for May 4, 2016