



**MINUTES OF A REGULAR MEETING  
CITY OF SIGNAL HILL CIVIL SERVICE COMMISSION  
August 2, 2017  
5:30 P.M.**

A Regular Meeting of the Signal Hill Civil Service Commission was held on Wednesday, August 2, 2017, at 5:30 p.m. in the Council Chamber located on the main floor of City Hall.

**CALL TO ORDER**

Chair Patterson called the meeting to order for the Civil Service Commission at 5:39 p.m.

PRESENT:           CHAIR PATTERSON  
                      VICE CHAIR HOPPER  
                      COMMISSIONER GRIGGS  
                      COMMISSIONER HOWARD  
                      COMMISSIONER STRICHART

ABSENT:            NONE

**PLEDGE OF ALLEGIANCE**

Chair Patterson lead the audience in reciting the Pledge of Allegiance.

**PUBLIC BUSINESS FROM THE FLOOR**

There was no public business from the floor.

**DISCUSSION ITEMS**

1) **Commission Secretary's Report – Civil Service Commission Business Cards**

**Summary:** Staff will be ordering business cards for use by Commissioners in relation to their duties and responsibilities as appointed officials.

**Recommendation:** Receive and file.

It was moved by COMMISSIONER STRICHART and seconded by COMMISSIONER GRIGGS to receive and file the Commission Secretary's Report regarding Civil Service Commission Business Cards.

The following vote resulted:

AYES: CHAIR PATTERSON  
VICE CHAIR HOPPER  
COMMISSIONER GRIGGS  
COMMISSIONER HOWARD  
COMMISSIONER STRICHART

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

### **COMMISSION APPROVES CONSENT CALENDAR ITEMS**

1) Certification of Eligibility List – Police Recruit

Summary: The recruitment has concluded and it is appropriate to certify the Eligibility List.

Recommendation: Approve.

2) Reporting of Temporary Appointment of Employees

Summary: In compliance with the City of Signal Hill Municipal Code 2.80.150, temporary staff appointments are reported to the Civil Service Commission for review.

Recommendation: Approve.

3) Minutes of the Regular Meeting of July 5, 2017

Recommendation: Approve.

It was moved by COMMISSIONER STRICHART, seconded by COMMISSIONER GRIGGS to approve the Consent Calendar.

The following vote resulted:

AYES: CHAIR PATTERSON  
VICE CHAIR HOPPER  
COMMISSIONER GRIGGS  
COMMISSIONER HOWARD  
COMMISSIONER STRICHART

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

### **COMMISSION AGENDA – NEW BUSINESS**

Commissioner Griggs asked about the cancellation of the scheduled disciplinary hearing.

Chair Patterson asked about email of hearing procedures.

Commissioner Howard provided a suggestion about cancellation notice.

Commission Secretary notified Commissioners regarding the reinstatement of an employee.

### **ADJOURNMENT**

It was moved by COMMISSIONER STRICHART, seconded by COMMISSIONER GRIGGS, to adjourn tonight's meeting to the next Civil Service Commission meeting to be held on Wednesday, September 6, 2017, at 5:30 p.m. in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

The following vote resulted:

AYES: CHAIR PATTERSON  
VICE CHAIR HOPPER  
COMMISSIONER GRIGGS  
COMMISSIONER HOWARD  
COMMISSIONER STRICHART

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

Chair Patterson adjourned the meeting at 6:00 p.m.

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Paul Patterson  
Chair

Attest:

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Hannah Shin-Heydorn  
Commission Secretary