

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (310) 618-2780. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR35.102-35.104 ADA Title II]

Direct questions or concerns to the Commission Liaison at (310) 618-2967 or individual department head prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda.

The Civil Service Commission is an advisory body to the City Council that meets on the second and fourth Mondays of each month at 6:00 p.m. in the Council Chambers and on other Mondays as required. All meetings are open to the public except for those portions related to personnel issues that under law may be considered in closed session.

**TORRANCE CIVIL SERVICE COMMISSION AGENDA
MONDAY, AUGUST 9, 2021
REGULAR MEETING
6:00 P.M. IN COUNCIL CHAMBERS
AT 3031 TORRANCE BL.**

**CIVIL SERVICE COMMISSION MAY TAKE ACTION ON ANY ITEM
LISTED ON THE AGENDA**

1. CALL MEETING TO ORDER

ROLL CALL: Commission members Adelsman, Dean, Hamada, Herring, Lewis, Sasaki, Chair Shwartz

2. FLAG SALUTE:

3. REPORT OF THE CITY CLERK ON THE POSTING OF THE AGENDA

The agenda was posted on the Public Notice Board at 3031 Torrance Bl. and on the City's Website on Thursday, August 5, 2021

4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS

5. ORAL COMMUNICATIONS

This portion of the meeting is reserved for public comment on items on the agenda or on topics of interest to the general public. Under the Ralph M. Brown Act, Commissioners cannot act on items raised during public comment but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. Speakers under this Public Comment period will have no longer than 3 minutes per speaker. Speakers please turn off or leave your cellular phone when you come to the podium to speak.

6. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed by a Commissioner from the Consent Calendar and considered separately.

6A. Approve Civil Service Commission Minutes.

Recommendation of Civil Service Manager that your Honorable Body approve the Civil Service Commission minutes of July 12, 2021. *(Minutes provided to Commission members only, copies available in the Personnel Building).*

6B. Accept and File Employee Transition Report for July 2021.

Recommendation of Civil Service Staff that your Honorable Body accept and file the Employee Transition Report for the month of July 2021.

7. ADMINISTRATIVE MATTERS

No Business to Consider.

8. HEARINGS

8A. Appeal of Discipline of a Torrance Police Officer (3).

(Confidential under Penal Code 832.7 and Copley Press v. Superior Court 39 Cal. 4th 1272 (2006)). Consideration of Public Employee discipline may be conducted in a closed session per California Government Code 54957(b)(1).

9. COMMISSION ORAL COMMUNICATIONS

10. ADJOURNMENT

10A. Adjournment of Civil Service Commission Meeting to Monday, August 23, 2021, at 6:00 p.m.

Honorable Chair and Members
of the Civil Service Commission
City Hall
Torrance, California

Honorable Members:

SUBJECT: ACCEPT AND FILE EMPLOYEE TRANSITION REPORT FOR JULY 2021

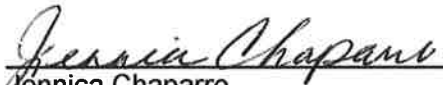
RECOMMENDATION:

Recommendation of Civil Service Staff that your Honorable Body accept and file the Employee Transition Report for the month of July 2021.

BACKGROUND/ANALYSIS:

The Employee Transition Report for July 2021 is attached for your information and review.

Respectfully submitted,


Jennica Chaparro
Human Resources Analyst

CONCUR:


Brianne Cohen
Civil Service Manager

Attachment: A) Employee Transition Report for July 2021

**EMPLOYEE TRANSITION REPORT
JULY 2021**

This report includes all internal promotions, internal transfers, and new hires throughout the City.

INTERNAL PROMOTIONS

FROM TITLE	DEPARTMENT	TO TITLE	DEPARTMENT
Community Development Director	Community Development	Assistant City Manager	City Manager's Office
Intern II	Transit	Administrative Analyst	Transit

INTERNAL TRANSFERS

FROM TITLE	DEPARTMENT	TO TITLE	DEPARTMENT
Maintenance Worker	Public Works	Equipment Attendant	Transit

NEW HIRES

TITLE	DEPARTMENT
Administrative Analyst	Community Services
Administrative Assistant	General Services
Ambulance Operator	Fire
Apprentice Relief Bus Operator	Transit
Apprentice Relief Bus Operator	Transit
Apprentice Relief Bus Operator	Transit
Cable TV Production Assistant	City Manager's Office
Cable TV Announcer	City Manager's Office
Community Services Leader II	Community Services
Custodian	General Services
Interactive Communications Officer	City Manager's Office
Lifeguard	Community Services
Lifeguard	Community Services
Lifeguard	Community Services
Lifeguard	Community Services
Lifeguard	Community Services
Lifeguard	Community Services
Lifeguard	Community Services
Lifeguard	Community Services
Police Services Officer	Police
Police Services Officer	Police