



DATE: January 17, 2017
TO: Mayor and City Council
FROM: City Clerk
SUBJECT Appointment of Four Members to the Personnel Commission

RECOMMENDATION

That the City Council adopts the resolution (Attachment II) confirming four appointments to the Personnel Commission.

SUMMARY AND BACKGROUND

At its regular [City Council meeting on October 25, 2016](#), the City Council directed staff to conduct a special recruitment to fill four vacancies on the Personnel Commission. The special recruitment was conducted from November 1, 2016 to December 8, 2016. A total of 23 applications were received by the deadline and 22 applicants qualified to be considered for appointment.

At its regular [City Council Meeting on December 13, 2016](#), the Council confirmed the process for applicant selection as outlined in the staff report. By the December 16, 2016 deadline, Council Members individually communicated their selections to the City Clerk. Twelve individuals received three or more votes from each Council Member and they were invited to interview with the City Council on January 10, 2017. Nine individuals interviewed with the City Council during its [Special City Council Meeting on January 10, 2017](#), two could not attend, and one rescinded her application. At the conclusion of the interviews, the Council selected the following four individuals for appointment to the Personnel Commission:

- Jose Guadamuz
- Rachel Lucas
- Giancarlo Scalise
- Allen Zargar

Mr. Allen Zargar is also a member of the Keep Hayward Clean and Green Task Force and is choosing to resign from the Task Force. Mr. Zargar's resignation creates a vacancy on the Keep Hayward Clean and Green Task Force which will be filled during the annual recruitment of the City's Boards, Commissions, Committees, and Task Forces.

During the Special City Council meeting, the Council discussed considering appointing an alternate member to the Personnel Commission, and directed staff to include discussion about this item during the review of the Council Member Handbook. Discussion of the Council Member Handbook is also scheduled for this evening's meeting.

PUBLIC CONTACT

Information about the Personnel Commission recruitment was disseminated via the following channels: press release; Daily Review newspaper advertisement; news item on the City's homepage; City's Facebook; City's Twitter; Nextdoor.com; GovDelivery emails; electronic billboards at Southland Mall and Clear Channel; Channel 15; and personal outreach at the Light Up the Season event.

NEXT STEPS

Should the City Council approve adding an alternate member to the Personnel Commission, staff will bring back a resolution to that effect.

Prepared and Recommended by: Miriam Lens, City Clerk

Approved by:



Kelly McAdoo, City Manager