



CITY OF SAN JOSÉ, CALIFORNIA

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CIVIL SERVICE COMMISSION

Bill Brill, Chair
Sharon L. Hightower, Vice Chair
Richard J. Giovannetti
Leon Louie
Tanya C. Young

SYNOPSIS CIVIL SERVICE COMMISSION

TO ARRANGE AN ACCOMMODATION UNDER THE AMERICANS WITH DISABILITIES ACT TO PARTICIPATE IN THIS PUBLIC MEETING, PLEASE CALL (408) 277-4429 OR (408) 998-5299 (TTY) AT LEAST 48 HOURS BEFORE THE MEETING.

Agenda Closing 12:00 Noon Wednesday
Eight Days before Commission Meeting

4:00 P.M.

ORDER OF BUSINESS

MARCH 7, 2002

THE CIVIL SERVICE COMMISSION MEETS ON THE FIRST THURSDAY OF EACH MONTH IN THE CITY COUNCIL CHAMBERS, SECOND FLOOR OF CITY HALL

ROLL CALL

Present: Commissioners Giovannetti, Hightower, and Brill
Absent: Commissioners Louie and Young

ORDERS OF THE DAY UNANIMOUSLY ADOPTED AS AMENDED

Commission Chair Brill noted telephone notification this morning by David Wall requesting deferral of item #4 until the July meeting. It was also noted by Commission Chair Brill that a memorandum dated March 6, 2002 from MEF Business Agent Linda Dittes requested that item #7 be deferred until next month.

CONSENT CALENDAR UNANIMOUSLY ADOPTED

1. Information Only
 - a. Hiring Summary – Memorandum from Human Resources Department (HRD) dated February 27, 2002 listing complaints about hiring issues and a summary of hiring activity for the period July 8, 2001 through February 2, 2002, was filed.
2. Human Resources Department Report dated February 27, 2002 listing the following amendments to the classification plan, was filed.

REALLOCATIONS OF POSITIONS

00002774 Senior Maintenance Worker (formerly Parking Meter Technician II) Transportation

00000198 Administrative Officer (formerly Treasury Assistant) Finance

00005040 Administrative Officer (formerly Training and Safety Officer) Human Resources

00013414 Senior Analyst (formerly Safety Officer) Airport

00007700 Senior Analyst (formerly Safety Officer) Environmental Services

00012700 Senior Analyst (formerly Safety Officer) Human Resources

00012714 Senior Analyst (formerly Safety Officer) Police

END OF CONSENT CALENDAR

3. Hearings to be scheduled:

None.

4. David S. Wall's request to investigate truthfulness of testimony given by ESD Deputy Director at December 6, 2001 meeting regarding One on One Communication Program. Continued from February 7, 2002. Deferred to July 11, 2002.

5. Follow-up item by HRD on the City's classification-compensation plans and actions. HRD reported that 177 reallocation requests were processed, 85 positions were upgraded, denied requests can be appealed in writing to the HRD Director by March 15, 2002 and final results will be reported to the Commission by the June 6, 2002. Item continued to April 4, 2002.

6. Update on Civil Service Reform Task Force recommendations and hiring summary update. HRD reported that the Labor Management Committee as well as seven sub-teams continue to actively work on issues with the ultimate target of permanent hiring rules/changes endorsed by the Commission and approved by City Council by next year. Item continued to April 4, 2002.

7. MEF Business Agent Linda Dittes' request that Commission investigate Office of Employee Relations and Human Resources' lack of decision in assigning the bargaining unit designation for the new job classification titled Environmental Inspector. Deferred to April 4, 2002.

8. Presentation by ESD on the One on One Communication program. ESD team led by Chief Deputy Director Joni Pattillo presented a slide presentation outlining the One on One Communication program including history of its development, purpose, implementation and ongoing development.

ORAL PETITIONS

None

ADJOURNED at 4:59 p.m.