



CITY OF SAN JOSÉ, CALIFORNIA

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CIVIL SERVICE COMMISSION

Bill Brill, Chair
Sharon L. Hightower, Vice Chair
Dave Busse
Richard J. Giovannetti
Leon Louie

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. Council Chambers – Room 205 August 5, 2004

ORDER OF BUSINESS

ROLL CALL

Present: Commissioners Busse, Giovannetti, Hightower, Louie and Brill
Absent: None

ORDERS OF THE DAY UNANIMOUSLY ADOPTED

CONSENT CALENDAR UNANIMOUSLY ADOPTED AS AMENDED

Employee Services Deputy Director Russ Strausbaugh filed a memo dated August 5, 2004 requesting removal of Items #3a(4) - #3a(8), under Revisions of Class Specifications pertaining to the painter series stating that Employee Services expects to report these revisions at a future Commission meeting.

1. Information Only

- a. Hiring Summary – Memorandum from Employee Services Department (ES) dated July 28, 2004 listing complaints about hiring issues and a summary of hiring activity for the period July 6, 2003 through July 3, 2004, was filed.

2. Minutes of July 1, 2004 were approved.
3. Employee Services Report dated July 28, 2004 listing the following amendments to the classification plan, was filed.

a. Revisions of Class Specifications

- 1) Development Specialist (4224) (Deferred from 6/3/04 Meeting)
- 2) Development Officer (4222) (Deferred from 6/3/04 Meeting)
- 3) Senior Development Officer (4226) (Deferred from 6/3/04 Meeting)
- 4) Painter (3123) **Removed**
- 5) Senior Painter (3126) **Removed**
- 6) Painter WPCP (3124) **Removed**
- 7) Painter Supervisor WPCP (3127) **Removed**
- 8) Sign Painter (3125) **Removed**

b. Reallocation of Positions

<u>Position #</u>	<u>From (Current Class)</u>	<u>To (New Class)</u>	<u>Dept.</u>
00007274	Principal Development Officer (4228)	Sr. Development Officer (4226)	Housing

END OF CONSENT CALENDAR

4. Hearings scheduled:
 - a. The appeal of dismissal of Francisco Toran, Youth Outreach Worker I (8063) was dismissed for failure of the appellant to appear as directed by written correspondence from the Commission. Commission secretary instructed to send appellant written notification of the Commission's ruling. (Dodson/Toran)
 - b. Scheduling of the appeal of demotion of Betty Keith, Recreation Superintendent (3129) was continued to September 2, 2004. Presiding Officer Hightower requested the Commission secretary provide the appellant's attorney, Mr. Steven Cohn, a blank time waiver form for his prompt completion. (Gurza/Cohn)
 - c. The appeal of dismissal of Fernando Blanco, Police Officer (2215) was scheduled for November 1 and 2, 2004 at 6:30 p.m. Written time waiver filed by appellant's attorney, Mr. Kirk Elliott. Presiding Officer Hightower requested Mr. Hopper initiate a prehearing telephone conference with her and the appellant's attorney one week prior to the hearing date. (Hopper/Elliott)

- d. The scheduling of the appeal of dismissal of Victor De La Cerda, Maintenance Worker II (3114) was continued to September 2, 2004. Written time waiver filed. (Dodson/Highbaugh)
5. Monthly verbal report of the Employment Oversight Committee (EOC). Employee Services Deputy Director Russ Strausbaugh stated the regular business meeting of the EOC could not be held due to lack of a quorum.

ORAL PETITIONS

None.

ADJOURNED at 4:21 p.m. to meet again on August 12, 2004 at 6:30 p.m. to hear the appeal of dismissal of Mike Romero, Senior Maintenance Worker I (3113). (Hopper/Romero)