



# CITY OF SAN JOSÉ, CALIFORNIA

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801 North First Street, Room 116  
San José, California 95110  
Telephone (408) 277-4429  
FAX (408) 277-3285

## 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.

### PLEASE NOTE:

***Due to City Hall Holiday Closure***  
**The January 6, 2005 meeting has been canceled.**

**Agenda Deadline for the February 3, 2005 Meeting  
is Wednesday, January 26, 2005 - 12:00 Noon**

**4:00 p.m. Council Chambers – Room 205 December 2, 2004**

## ORDER OF BUSINESS

### ROLL CALL

Present: Commissioners Busse, Giovannetti, Louie and Brill  
Absent: Commissioner Hightower

### ADOPTION OF THE ORDERS OF THE DAY UNANIMOUSLY ADOPTED AS AMENDED

Commission Chair Brill noted an addendum to the agenda adding Item #3a for rescheduling of the hearing of Richard Stahlberger, Electrical Maintenance Supervisor (3155) originally scheduled for December 6 and 7, 2004.

### CONSENT CALENDAR UNANIMOUSLY ADOPTED

1. Information Only
  - a. Hiring Summary – Memorandum from Employee Services Department (ES) dated November 22, 2004 listing complaints about hiring issues and a summary of hiring activity for the period July 4, 2004 through November 6, 2004, was filed.

**CONSENT CALENDAR (Cont.)**

2. Minutes of October 7, 2004, November 1, 2004, November 2, 2004 and November 4, 2004 were approved.

**END OF CONSENT CALENDAR**

3. Hearings to be scheduled:
  - a. The hearing of the appeal of demotion of Richard Stahlberger, Electrical Maintenance Supervisor (3155) was rescheduled to January 10 and 11, 2005 at 6:30 p.m. Chair Brill requested that a prehearing telephone conference between Presiding Officer Hightower, Employee Relations Director Alex Gurza and appellant's attorney, Richard Schramm, be held one week prior to the hearing date. (Gurza/Schramm)
4. Election of Chair and Vice Chair. Commissioners Brill and Hightower were elected Chair and Vice Chair, respectively.
5. Monthly verbal report of the Employment Oversight Committee (EOC). Employee Services Deputy Director Russ Strausbaugh reported that: 1) minor revisions to the City's hiring policy involving recruitment were discussed and to be sent for review to the City's Labor Alliance prior to the Commission's review/comment; and 2) development of a standardized exit interview process was discussed.
6. Discussion as to possible cancellation of the January 6, 2005 meeting due to City Hall holiday closure. The Commission unanimously agreed to cancel the January 6, 2005 meeting.

**ORAL PETITIONS**

None.

**RECESSED** at 4:22 p.m.

**RECONVENED** at 6:30 p.m., City Hall, Room 117 with Commissioners Busse, Louie and Brill present.

7. Interview City Council Salary Setting Commission applicants. The Commission interviewed nine applicants, unanimously appointed Scarlett Li Lam and unanimously re-appointed Philip A. Barone and Thomas E. Cochran to the City Council Salary Setting Commission to terms ending 12-31-08.

**ADJOURNED** at 7:56 p.m. to meet again on December 15, 2004 at 6:30 p.m. to hear the appeal of suspension of Lorenzo Sanchez, Police Sergeant (2216). (Churchill/Sanchez)