



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. Old City Hall, 801 N. 1st Street
Council Chambers – Room 205 August 4, 2005**

ORDER OF BUSINESS

ROLL CALL

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

ORDERS OF THE DAY UNANIMOUSLY ADOPTED

CONSENT CALENDAR UNANIMOUSLY ADOPTED

1. Information Only
 - a. Hiring Summary – Memorandum from Employee Services Department (ES) dated July 27, 2005 listing complaints about hiring issues and a summary of hiring activity for the period July 4, 2004 through July 2, 2005, was filed.
2. Minutes of July 6, 2005 and July 7, 2005, were approved.

3a. Employee Services Report dated June 29, 2005 listing the following amendments to the classification plan for filing. Deferred from July 7, 2005. **This item was deleted as Item #3b incorporated changes listed in the June 29, 2005 report.**

1) Reallocation of Positions

<u>Position #</u>	<u>From (Current Class)</u>	<u>To (New Class)</u>	<u>Dept.</u>
00004899	Insurance Analyst (1261)	Administrative Manager (1610)	Finance
00006985	Sr. Analyst (1654)	Administrative Manager (1610)	Finance
00009114	Sr. Analyst (1654)	Administrative Manager (1610)	Fire
00006158	Analyst II (1632)	Sr. Analyst (1654)	Fire
00006072	Analyst II (1632)	Sr. Analyst (1654)	ES
00007368	Analyst II (1632)	Sr. Analyst (1654)	ES
00004844	Information Systems Analyst (1355)	Supervising Applications Analyst (1354)	IT

3b. Employee Services Report dated July 27, 2005 listing the following amendments to the classification plan was filed.

1) Revisions of Class Specifications

- a. Parking & Traffic Control Officer (2451) and PT (2452) (formerly titled Parking Control Officer) (previously removed from CSC agenda on 4/7/05)
- b. Sr. Parking & Traffic Control Officer (2453) (formerly titled Sr. Parking Control Officer) (previously removed from CSC agenda on 4/7/05)
- c. Parking & Traffic Control Supervisor (2455) (formerly titled Parking Control Supervisor) (previously removed from CSC agenda on 4/7/05)
- d. Assistant Heavy Diesel Equipment Operator-Mechanic (3641)
- e. Heavy Diesel Equipment Operator-Mechanic (3642)
- f. Sr. Heavy Diesel Equipment Operator-Mechanic (3643)
- g. Heavy Diesel Equipment Supervisor (3644)

2) Reallocation of Positions

<u>Position #</u>	<u>From (Current Class)</u>	<u>To (New Class)</u>	<u>Dept.</u>
00004899	Insurance Analyst (1261)	Administrative Manager (1610)	Finance
00006985	Sr. Analyst (1654)	Administrative Manager (1610)	Finance
00009114	Sr. Analyst (1654)	Administrative Manager (1610)	Fire
00006158	Analyst II (1632)	Sr. Analyst (1654)	Fire
00006072	Analyst II (1632)	Sr. Analyst (1654)	ES
00007368	Analyst II (1632)	Sr. Analyst (1654)	ES
00004844	Information Systems Analyst (1355)	Supervising Applications Analyst (1354)	IT

END OF CONSENT CALENDAR

4. Hearings scheduled:
 - a. The appeal of dismissal of David Kravitz, Librarian II (6233) was scheduled for October 25, 2005 at 6:30 p.m. Hearing of July 25, 2005 canceled. (Fabela/Dittes)
5. San José Fire Fighters' Local 230 Representative Christopher Murphy's petition for rehearing of the appeal of salary reduction of Wilfredo Banuelos, Fire Engineer (2312). **This item was deleted as it was erroneously placed on the agenda.**
6. Subcommittee status report on investigation into City's possible violation of City Policy Manual Section 4.01 relating to probationary periods within the Information Technology Department. **Commissioner Hightower stated that meetings have been held, staff has been asked to produce documentation, and the subcommittee expects to prepare a final report in approximately 60-90 days.**
7. Appeals of determination of Employee Services Director regarding recent Fire Engineer examination questions, if any are filed by the August 2, 2005 deadline. Item dropped as there were no appeals filed. **Commission secretary stated that no appeals were received by the deadline.**

ORAL PETITIONS

There were none.

ADJOURNED at 4:08 p.m.