



CITY OF SAN JOSE, CALIFORNIA

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CIVIL SERVICE COMMISSION

Bill Brill, Chair
Sharon L. Hightower, Vice Chair
Dave Busse
Peter Soulé

Minutes of the Commission April 3, 2008

The Civil Service Commission of the City of San José convened in regular session on April 3, 2008, in the City Council Chambers of San José City Hall at 4:04 p.m.

ROLL CALL

Present: Commissioners Busse, Soulé and Hightower
Absent: Commissioner Cobb and Brill

ORDERS OF THE DAY

By motion unanimously adopted, the Orders of the Day were approved.

CONSENT CALENDAR

By motion unanimously adopted, the Consent Calendar was approved.

1. Information Only

- a. Hiring Summary – Memorandum from Human Resources dated March 26, 2008, listing complaints about hiring issues and a summary of hiring activity for the period July 1, 2007, through March 8, 2008, was filed.

2. Human Resources Report dated March 28, 2008, listing the following amendments to the classification plan was filed.

- a. Reallocations of Positions

Position #	From (Current Class)	To (New Class)	Dept
00005531	Senr Account Clerk (1219)	Prin Account Clerk (1223)	DOT
00007139	Analyst II C (1627)	Parking/ground Trans Admin (1692)	DOT
00002206	Account Clerk II (1215)	Senr Office Specialist (1135)	ESD
00002208	Account Clerk II (1215)	Senr Office Specialist (1135)	ESD
00012386	Senr Office Specialist (1135)	Staff Specialist (1622)	Finance
00006844	Office Specialist II (1130)	Senr Office Specialist (1135)	Fire
00008096	Office Specialist II (1130)	Senr Office Specialist (1135)	Fire
00013124	Senr Office Specialist (1135)	Staff Specialist (1622)	GS
00006971	Prin Office Specialist (1116)	Staff Specialist (1622)	Housing
00013373	Staff Technician (1623)	Analyst I C (1627)	HR
00008156	Office Specialist II (1130)	Senr Office Specialist (1135)	HR
00008473	Senr Account Clerk (1219)	Prin Account Clerk (1223)	HR
00004521	Senr Account Clerk (1219)	Staff Specialist (1622)	PD
00000611	Senr Office Specialist (1135)	Staff Specialist (1622)	PD
00003125	Office Specialist II (1130)	Senr Office Specialist (1135)	PRNS
00003125	Office Specialist II (1130)	Senr Office Specialist (1135)	PRNS
00003124	Office Specialist II (1130)	Senr Account Clerk (1219)	PRNS
00007812	Senr Office Specialist (1135)	Secretary (1156)	PRNS

3. The following minutes were approved:

- a. March 6, 2008

END OF CONSENT CALENDAR

4. The following hearings were scheduled:

- a. The scheduling of the appeal of suspension of Theresa Morrow, Public Safety Radio Dispatcher (8514) was deferred until May 1, 2008. (Smyth-Mendoza/Dittes)

Deputy City Attorney Daisy Nishigaya, appearing on behalf of the City, AFSCME Local Union No. 101 representative Linda Dittes and appellant Theresa Morrow were present. Ms. Nishigaya and Ms. Dittes requested that the scheduling be deferred to the next meeting and requested that a pre-hearing conference with Presiding Officer Hightower be set to discuss legal issues regarding the appeal.

5. Request from Bill Pope, Union Representative for Operating Engineers Local Union No. 3, to investigate the hiring practices for Maintenance Worker II in Parks, Recreation and Neighborhood Services.

Jose Villanueva, Maintenance Worker I, appearing on behalf of Operating Engineers Local Union No. 3 representative Bill Pope, requested that this item be deferred to the next agenda. This item was deferred to the May 1, 2008 agenda.

6. Discussion of Civil Service Commission recommendation to the City Council that Section 3.04.1410 of the Civil Service Rules (Chapter 3.04, San José Municipal Code) be amended to provide that disciplinary appeal hearings for peace officers be closed to the public unless a public session is requested by the employee.

Chief Deputy City Attorney Norm Sato summarized the draft Commission memo to Council regarding an amendment to the San José Municipal Code Civil Service Rules to have appeal hearings for peace officers be closed to the public. Questions were asked by the Commission. Upon motion by Commissioner Busse, seconded by Commissioner Soulé and unanimously passed, the recommendation was approved. Vote: 3-0-2. Commissioner Hightower thanked the City Attorney's Office for drafting the recommendation.

ORAL PETITIONS

Deputy City Clerk Michelle Radcliffe introduced Dennis Hawkins, Interim Assistant City Clerk, to the Commission.

ADJOURN

The meeting adjourned at 4:22 p.m. to April 14, 2008 at 6:30 p.m. to hear the appeal of discipline of Police Officer, Case No. 07-22 (Hopper/Peterson)

SHARON HIGHTOWER, VICE CHAIR

ATTEST:
CIVIL SERVICE COMMISSION
LEE PRICE, MMC, SECRETARY

Michelle Radcliffe, Deputy Secretary