



CITY OF SAN JOSE, CALIFORNIA

200 East Santa Clara Street
San José, California 95113
Telephone (408) 535-1265
FAX (408) 292-6207

CIVIL SERVICE COMMISSION

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

AMENDED AGENDA CIVIL SERVICE COMMISSION

TO ARRANGE AN ACCOMMODATION UNDER THE AMERICANS WITH DISABILITIES ACT TO PARTICIPATE IN THIS PUBLIC MEETING, PLEASE CALL (408) 535-1265 OR (408) 294-9337 (TTY) AT LEAST 48 HOURS BEFORE THE MEETING.

**Agenda Closing 12:00 Noon Monday
Ten Days before Commission Meeting**

New City Hall, 200 East Santa Clara Street

4:00 p.m.

City Council Chambers

August 7, 2008

ORDER OF BUSINESS

ROLL CALL

ADOPTION OF THE ORDERS OF THE DAY

ONCE ADOPTED, A VARIATION IN ORDER MUST BE APPROVED. IF YOU WISH AN ITEM TAKEN IN A DIFFERENT ORDER OR ADDED TO THE AGENDA, YOUR REQUEST SHOULD BE MADE AT THIS TIME.

CONSENT CALENDAR

THE CONSENT CALENDAR, CONSISTING OF THREE ITEMS, IS ACTED ON IN ONE MOTION, AS THE ITEMS ARE GENERALLY ROUTINE. IF YOU WISH TO SPEAK ON A CONSENT CALENDAR ITEM OR WISH ACTION TAKEN OTHER THAN THAT INDICATED, MAKE YOUR REQUEST AT THIS TIME.

1. Information Only

- a. Hiring Summary – Memorandum from Human Resources dated July 28, 2008, listing complaints about hiring issues and a summary of hiring activity for the period July 1, 2007, through July 12, 2008, for filing.

2. Human Resources Report dated July 28, 2008, listing the following amendments to the classification plan for filing.
 - a. New Class Specifications
 1. Sr. Analyst, Independent Police Auditor (7666)
 - b. Revisions of Class Specifications
 1. Buyer I (1547)
 2. Buyer II (1542)
 3. Sr. Buyer (1543)
 4. Workers Compensation Claims Adjuster I (1431)
 5. Workers Compensation Claims Adjuster II (1434)
 6. Sr. Workers Compensation Claims Adjuster (1433)
 7. Crime & Intelligence Analyst FT/PT (1187/1188) (formerly Crime Data Specialist)
 8. Senior Crime and Intelligence Analyst (1186) (formerly Senior Crime Data Specialist)
 9. Supervising School Crossing Guard (2443) (formerly School Safety Coordinator)
 10. Environmental Laboratory Supervisor (5118) (formerly Research Chemist/Research Microbiologist) (5119)
 11. Environmental Laboratory Manager (5117) (formerly Laboratory Supervisor)
 12. Analyst I, Independent Police Auditor (7664) (formerly Police Data Analyst I)
 13. Analyst II, Independent Police Auditor (7665) (formerly Police Data Analyst II)

Position #	From (Current Class)	To (New Class)	Dept
00014357	Accountant II (1233)	Sr. Accountant (1235)	Airport
00013626	Office Specialist II (1130)	Sr. Office Specialist (1135)	Airport
00005756	Sr. Office Specialist (1135)	Staff Specialist (1622)	CAE

3. Minutes for approval:
 - a. June 5, 2008
 - b. June 17, 2008

END OF CONSENT CALENDAR

4. Hearings to be scheduled:
 - a. Scheduling the appeal of dismissal of Tom Stoflet, Environmental Service Program Manager (5213). Written time waiver not filed. Last day to hear: August 15, 2008. (Stoflet/Suggs)
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.

6. Quarterly verbal report of the Employment Oversight Committee (EOC).
- ~~7. Adjourn to Closed Session in City Council Chambers pursuant to Government Code Section 54957: (See separate notice)~~
 - ~~• Appeal of withdrawal of conditional offer of employment and removal of name from eligible list for position of Parking Control Officer~~
- ~~8. Reconvene to Regular Session in City Council Chambers~~

ORAL PETITIONS

ADJOURN to August 11, 2008 at 6:30 p.m. to continue to hear the appeal of discipline of Police Officer, Case No. 08-10.

Availability of Public Records. All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at City Hall, Office of the City Clerk, 200 East Santa Clara Street, Wing – 2nd Fl., San Jose, CA 95113 at the same time that the public records are distributed or made available to the legislative body.