

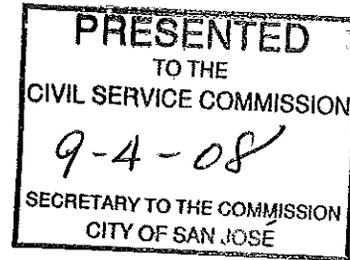


CITY OF SAN JOSE, CALIFORNIA

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CIVIL SERVICE COMMISSION

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



Minutes of the Commission August 7, 2008

The Civil Service Commission of the City of San José convened in regular session on August 7 2008, in the City Council Chambers of San José City Hall at 4:03 p.m.

ROLL CALL

Present: Commissioners Busse, Fitch, Hightower, Soulé and Brill
Absent: None

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 July 28, 2008, listing complaints about hiring issues and a summary of hiring activity for the period July 1, 2007, through July 12, 2008, was filed.

2. Human Resources Report dated July 28, 2008, listing the following amendments to the classification plan was filed.
 - 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. The following minutes were approved:

- a. June 5, 2008
- b. June 17, 2008

END OF CONSENT CALENDAR

4. The following hearings were scheduled:

- a. The appeal of dismissal of Tom Stoflet, Environmental Service Program Manager (5213) was deferred until September 4, 2008. Written time waiver filed. (Hopper/Stoflet)

Deputy City Attorney Brian Hopper, appearing on behalf of the City, and appellant Tom Stoflet were present. This item was deferred to September 4, 2008.

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.

Bill Pope, Union Representative for Operating Engineers Local Union No. 3, requested that this item be taken off the calendar.

6. Quarterly verbal report of the Employment Oversight Committee (EOC)

Human Resources Manager Sarah Nunes stated that the Employment Oversight Committee met on June 3rd and held a general discussion on the City's hiring activity, complaints filed with Human Resources and provided an updated on complaints that were not resolved in the past year.

ORAL PETITIONS

Deputy City Clerk Michelle Radcliffe introduced Deputy City Clerk Nora Pimentel to the Commission who will be covering for Ms. Radcliffe as she goes on maternity leave.

ADJOURN

The meeting adjourned at 4:06 p.m. to August 11, 2008 at 6:30 p.m. to continue to hear the appeal of discipline of Police Officer, Case No. 08-10.



BILL BRILL, CHAIR

ATTEST:
CIVIL SERVICE COMMISSION
LEE PRICE, MMC, SECRETARY



Nora Pimentel, Deputy Secretary