

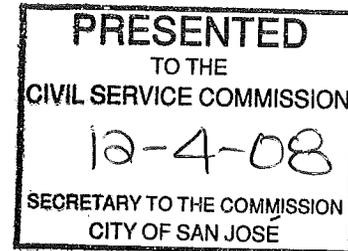


CITY OF SAN JOSE, CALIFORNIA

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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 November 6, 2008

The Civil Service Commission of the City of San José convened in regular session on November 6, 2008, in the City Council Chambers of San José City Hall at 4:04 p.m.

ROLL CALL

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

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 October 27 2008, listing complaints about hiring issues and a summary of hiring activity for the period July 1, 2008, through October 18, 2008, was filed.

2. Human Resources Report dated October 24, 2008, listing the following amendments to the classification plan was filed.
 - a. Revisions to Class Specifications
 1. Program Manager I (8073)
 2. Program Manager II (8076)
3. The following minutes were approved:
 - a. October 2, 2008

END OF CONSENT CALENDAR

4. The following hearings were scheduled:
 - a. Continued scheduling of the appeal of dismissal of Tom Stoflet, Environmental Service Program Manager (5213). Written time waiver filed. (Hopper/Stoflet)

Deputy City Attorney Brian Hopper, appearing on behalf of the City, was present. Mr. Hopper stated that the City of San José withdrew Mr. Stoflet's discipline because Mr. Stoflet retired the day the discipline was to go into affect. Since the discipline was withdrawn, the appeal was moot and was not scheduled.
 - b. The appeal of dismissal of Joe A. Martinez, Maintenance Worker I (3113) was scheduled for December 17, 2008 at 6:30 p.m.

Deputy City Attorney Shannon Smyth-Mendoza, appearing on behalf of the City, and Operating Engineers Local Union No. 3 Business Representative Bill Pope, appearing on behalf of the appellant, were present. Hearing Officer Hightower advised that both parties participate in a prehearing conference with her one week prior to the hearing date, be prepared to discuss issues, witnesses and have already exchanged documents.

5. Status on Council Salary Setting Commission recruitment.

Assistant City Clerk Dennis Hawkins stated that the Civil Service Commission had received two applicants for the Council Salary Setting Commission, but those applicants have been appointed to other Boards and Commissions in the City. Mr. Hawkins concluded that the Office of the City Clerk is still recruiting for four vacancies and will provide an update at the next meeting.

ORAL PETITIONS

Chair Brill informed the Commission that Commissioner Hightower's membership with the Commission has been extended for up to one year. Chair Brill also noted that the Office of the City Clerk will continue its recruitment for a female attorney.

ADJOURN

The meeting adjourned at 4:12 p.m.



BILL BRILL, CHAIR

ATTEST:
CIVIL SERVICE COMMISSION
LEE PRICE, MMC, SECRETARY



Michelle Radcliffe, Deputy Secretary