



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
Jon Fitch, Vice Chair
Dave Busse
Peter Soulé
Emily Cote

AGENDA CIVIL SERVICE COMMISSION MEETING

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. Council Chambers December 3, 2009**

ORDER OF BUSINESS

1. Oath of Office of newly appointed Commissioner
2. Election of Chair and Vice Chair

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 November 23, 2009](#), listing complaints about hiring issues and a summary of hiring activity for the period June 28, 2009 through November 14, 2009, for filing.
2. Human Resources Report dated November 23, 2009, listing the following amendments to the classification plan for filing.
 - a. [Revisions of Class Specifications](#)
 - i. Public Safety Radio Dispatcher FT (8514)
 - ii. Public Safety Radio Dispatcher PT (8534)
3. [Minutes for approval:](#)
 - a. November 5, 2009

END OF CONSENT CALENDAR

4. Hearings to be scheduled:
 - a. Scheduling the appeal of Police Officer Discipline, Case No. 09-46. Written time waiver filed. (Hopper/Peterson)
 - b. Scheduling the appeal of dismissal of Annette Collura, Public Safety Communications Specialist (8515). Written time waiver filed. (Collura/Donnelly)
5. [Discussion and recommendation to the City Council on the appointment of a Civil Service Commission representative to the Police and Fire Retirement Board.](#) (Clerk)
6. Quarterly verbal report of the Employment Oversight Committee (EOC). (HR)
7. [Discussion regarding amendments to the Civil Service Commission Rules of Order](#) (Attorney/Clerk)
8. Discussion as to rescheduling the January 7, 2009 Regular Meeting due to the City Hall furlough closure. (Appeal Hearing scheduled January 7, 2009 at 6:30 p.m. will still be on calendar) (Clerk)

ORAL PETITIONS

ADJOURN to 6:00 p.m. to Room T-1572 to hear the appeal of dismissal of Hilda Wong, Staff Technician (1623) (Nishigaya, Smyth-Mendoza/Baker)

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 José, CA 95113 at the same time that the public records are distributed or made available to the legislative body.