

## CIVIL SERVICE COMMISSION

**BILL BRILL, CHAIR**  
**MARGARET AKDENIZ**  
**JOAN P. SMITH**  
**HOLDEN W. GREEN**  
**ROY TRUITT**

**STAFF: VERA TODOROV, SR. DEPUTY CITY ATTORNEY**  
**DENNIS HAWKINS, CITY CLERK**  
**NORA PIMENTEL, SENIOR DEPUTY CITY CLERK**  
**RUTH KRANTZ, DEPUTY CITY CLERK**

### **Amended AGENDA**

4:00 P.M.

December 1, 2011

Council Chambers

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## **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.

### **PUBLIC COMMENTS**

#### **CONSENT CALENDAR**

THE CONSENT CALENDAR, CONSISTING OF TWO 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 21, 2011, listing complaints about hiring issues and a summary of hiring activity for the period June 26, 2011 through November 12, 2011, for filing.
2. Minutes for approval:
  - a. [November 3, 2011](#) - (Regular Meeting)

### **END OF CONSENT CALENDAR**

3. Hearings Canceled:
  - a. Disciplinary Settlement Agreement reached/resolution of the disciplinary action against Yvonne Garcia, Office Specialist II, Environmental Service Department, Case No. #11-11, previously scheduled for February 6 and 9, 2012. (Ahn/Appellant)
4. Hearings to be scheduled:
  - b. Schedule the appeal of dismissal of Bernie Burciaga, Maintenance Worker II (3114). Case 11-40. Written time waiver filed. (City/Pope)
  - c. Schedule the appeal of dismissal of Cindy Huynh, Account Clerk II (1215). Case 11-39. Written time waiver not filed. Last day to hear: January 5, 2012. (City/Appellant)

**AVAILABLE HEARING DATES:**

January 17, 19, 24-26, 31.

February 9, 16, 21, 23, 28.

March 1, 8, 15, 19, 20, 22, 27-29.

April 5, 12, 17, 19, 24-26.

**FUTURE AGENDA ITEMS**

**ADJOURN** to a (Tentative) Special Meeting of the Civil Service Commission, 4:00 p.m., January 12, 2012 in Council Chambers if needed. Should a Special Meeting not be required, the Commission is adjourned until Monday, January 23, 2012 to hear the appeal of dismissal of Gary Lewis, Maintenance Worker, Department of Transportation. (North/Pope).

The City San José is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public. The City Code of Ethics may be viewed on-line at [http://www.sanjoseca.gov/clerk/cp\\_manuel/CPM\\_0\\_15.pdf](http://www.sanjoseca.gov/clerk/cp_manuel/CPM_0_15.pdf)

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, 200 E. Santa Clara Street, Office of the City Clerk 2<sup>nd</sup> Floor Wing, San José, Ca 95113 at the same time that the public records are distributed or made available to the legislative body.

To request an accommodation or alternative format for City-sponsored meetings, events or printed materials, please call the Office of the City Clerk 408-535-1252 or 408-294-9337 (TTY) as soon as possible, but at least three business days before the meeting/event.