



# City of Santa Clara

## Meeting Minutes

### Civil Service Commission

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02/08/2024

7:00 PM

Hybrid Meeting  
City Hall Council Chambers/Virtual  
1500 Warburton Avenue  
Santa Clara, CA 95050

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The City of Santa Clara is conducting the Civil Service Commission in a hybrid manner (in-person and a method for the public to participate remotely).

• Via Zoom:

<https://santaclaraca.zoom.us/j/86351228305?pwd=eFd5aDRVU0cyYUc0dFhaMjJiUWVVSdz09>

Webinar ID: 863 5122 8305

Passcode: 761380

OR

Phone: 1 (669) 900-6833

#### **CALL TO ORDER AND ROLL CALL**

**Chair Felizardo called the meeting to order at 7:02 PM and lead the meeting with the Pledge of Allegiance.**

**Present** 3 - Chair Franklin Felizardo, Commissioner Ron Billingsley, and Commissioner Arti Purohit

**Absent** 2 - Vice Chair Tahir Naim, and Commissioner Wesley Dudzinski

#### **CONSENT CALENDAR**

**1.A**     [24-85](#)     Action to Approve the Civil Service Commission Meeting Minutes of December 11, 2023

**Recommendation:** Approve the Meeting Minutes of December 11, 2023.

**A motion was made by Commissioner Purohit, seconded by Commissioner Billingsley, to Approve the Civil Service Commission Meeting Minutes of December 11, 2023.**

**Aye:** 3 - Chair Felizardo, Commissioner Billingsley, and Commissioner Purohit

**Absent:** 2 - Vice Chair Naim, and Commissioner Dudzinski

- 1.B [24-130](#) Action to Approve the Civil Service Commission Meeting Minutes of December 18, 2023

**Recommendation:** Approve the Meeting Minutes of December 18, 2023.

**A motion was made by Commissioner Purohit, seconded by Commissioner Billingsley, to Approve the Civil Service Commission Meeting Minutes of December 18, 2023.**

**Aye:** 3 - Chair Felizardo, Commissioner Billingsley, and Commissioner Purohit

**Absent:** 2 - Vice Chair Naim, and Commissioner Dudzinski

- 1.C [24-119](#) Note and File the Current Status and Requisition Report Dated January 31, 2024

**Recommendation:** Note and file the Current Status and Requisition Report dated January 31, 2024

**A motion was made by Commissioner Purohit, seconded by Commissioner Billingsley, to Note & File the Current Status and Requisition Report dated January 31, 2024.**

**Aye:** 3 - Chair Felizardo, Commissioner Billingsley, and Commissioner Purohit

**Absent:** 2 - Vice Chair Naim, and Commissioner Dudzinski

## **PUBLIC PRESENTATIONS**

None.

## **GENERAL BUSINESS**

- 2 [24-83](#) Action to Modify Various Class Specifications Listed on Attachment A to: (1) Modify the Weighting Plan, and (2) Remove the Typing Certification Requirement

**Recommendation:** Approve the modification to the weighting plan and remove the typing certification requirement, and corresponding requirements, for various class specifications listed on Attachment A

**A motion was made by Commissioner Purohit, seconded by Commissioner Billingsley to modify various class specifications listed on Attachment A to: (1) Modify the Weighting Plan, and (2) Remove the Typing Certification Requirement.**

**Aye:** 3 - Chair Felizardo, Commissioner Billingsley, and Commissioner Purohit

**Absent:** 2 - Vice Chair Naim, and Commissioner Dudzinski

- 3      [24-125](#)      Action to Extend Eligible List for Firefighter I (Job Code 487) to February 6, 2025

**Recommendation:** Approve the request to extend the eligible list for Firefighter I (Job Code 487) by one (1) year with a new expiration date of February 6, 2025

**A motion was made by Commissioner Billingsley, seconded by Commissioner Purohit to extend Eligible List for Firefighter I (Job Code 487) to February 6, 2025.**

**Aye:** 3 - Chair Felizardo, Commissioner Billingsley, and Commissioner Purohit

**Absent:** 2 - Vice Chair Naim, and Commissioner Dudzinski

- 4      [24-1620](#)      Action to Adjust the Examination Weighting Plan for Housing Inspector (Job Code 500) on an Ongoing Basis

**Recommendation:** Approve the modified weighting plan to 100% oral board examination for Housing Inspector (Job Code 500) on an ongoing basis

**A motion was made by Commissioner Billingsley, seconded by Commissioner Purohit to adjust the Examination Weighting Plan for Housing Inspector (Job Code 500) on an Ongoing Basis.**

**Aye:** 3 - Chair Felizardo, Commissioner Billingsley, and Commissioner Purohit

**Absent:** 2 - Vice Chair Naim, and Commissioner Dudzinski

- 5      [24-127](#)      Reappoint John Sontag to the Salary Setting Commission for a Four (4) Year Term Ending December 31, 2027

**Recommendation:** Reappoint John Sontag to the Salary Setting Commission for a Four (4) Year Term Ending December 31, 2027

**A motion was made by Commissioner Purohit, seconded by Commissioner Billingsley to reappoint John Sontag to the Salary Setting Commission for a Four (4) Year Term Ending December 31, 2027.**

**Aye:** 3 - Chair Felizardo, Commissioner Billingsley, and Commissioner Purohit

**Absent:** 2 - Vice Chair Naim, and Commissioner Dudzinski

## **STAFF REPORT**

**Staff informed the Civil Service Commission of their joint dinner with City Council on May 7, 2024 from 5:30 PM - 6:30 PM in Council Chambers.**

[24-86](#)

Informational Report on Issues Relating to the Classified Recruitment Process

**Recommendation:** Note and file informational report.

**Noted and filed**

**COMMISSIONERS REPORT**

None.

**ADJOURNMENT**

**A motion was made by Commissioner Purohit, seconded by Commissioner Billingsley, to adjourn the Civil Service Commission Meeting at 7:51 PM.**

**Aye:** 3 - Chair Felizardo, Commissioner Billingsley, and Commissioner Purohit

**Absent:** 2 - Vice Chair Naim, and Commissioner Dudzinski

**MEETING DISCLOSURES**

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

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Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.