



# City of Santa Clara

## Meeting Minutes

### Civil Service Commission

03/11/2019

7:00 PM

City Hall - Council Chambers  
1500 Warburton Avenue  
Santa Clara, CA 95050

#### CALL TO ORDER AND ROLL CALL

**Chairperson Bouza** called the meeting to order at 7:00 PM, and led the meeting in the Pledge of Allegiance.

**Present** 5 - Commissioner Mario Bouza, Commissioner Carolyn McAllister, Commissioner Willie D. Brown Jr., Commissioner Franklin Felizardo, and Commissioner John Casey

#### CONSENT CALENDAR

1 [19-263](#) Meeting Minutes of November 19, 2018

**Recommendation:** Approve the Meeting Minutes of November 19, 2018.

**A motion was made by Commissioner McAllister, seconded by Commissioner Brown, Jr., to approve staff recommendation.**

**Aye:** 4 - Commissioner Bouza, Commissioner McAllister, Commissioner Brown Jr., and Commissioner Casey

**Abstained:** 1 - Commissioner Felizardo

#### PUBLIC PRESENTATIONS

None

#### GENERAL BUSINESS

2 [19-285](#) Election of Civil Service Commission Chair and Vice-Chair

**Recommendation:** Staff recommends that the Commission conduct an election for the period of March 11, 2019 through June 30, 2019, or as soon thereafter as is practicable for holding the next Commission election.

**A motion was made by Commissioner McAllister, seconded by Commissioner Brown, Jr., that this item be continued to the July 8, 2019 meeting.**

**Aye:** 5 - Commissioner Bouza, Commissioner McAllister, Commissioner Brown Jr., Commissioner Felizardo, and Commissioner Casey

3        [19-243](#)        Action to Extend Probationary Period of Business Analyst

**Recommendation:** Approve the extension of the probationary period for a Business Analyst (Employee No. 7302).

**A motion was made by Commissioner McAllister, seconded by Commissioner Brown, Jr., to approve staff recommendation.**

**Aye:** 5 - Commissioner Bouza, Commissioner McAllister, Commissioner Brown Jr., Commissioner Felizardo, and Commissioner Casey

4        [19-169](#)        Action to Modify Job Specification for Senior Electrical Estimator

**Recommendation:** Approve the modified job specification for Senior Electrical Estimator.

**A motion was made by Commissioner Felizardo, seconded by Commissioner Brown, Jr., to approve staff recommendation.**

**Aye:** 5 - Commissioner Bouza, Commissioner McAllister, Commissioner Brown Jr., Commissioner Felizardo, and Commissioner Casey

5        [19-261](#)        Action to Adopt Job Specification and Examination Weighting for Code Enforcement Supervisor

**Recommendation:** Approve the proposed job specification for Code Enforcement Supervisor with an examination weighting of 100% Oral.

**A motion was made by Commissioner Brown, Jr., seconded by Commissioner McAllister, to approve staff recommendation.**

**Aye:** 5 - Commissioner Bouza, Commissioner McAllister, Commissioner Brown Jr., Commissioner Felizardo, and Commissioner Casey

**STAFF REPORT**

None

**COMMISSIONERS REPORT**

None

**ADJOURNMENT**

Chairperson Bouza adjourned the meeting at 7:24 PM. The next regularly scheduled meeting is May 13, 2019.