



City of Santa Clara

Meeting Minutes

Civil Service Commission

12/13/2021

7:00 PM

Virtual Meeting

Pursuant to California Government Code Section 54953(e) and City of Santa Clara Resolution 21-9023, the Civil Service Commission will be held by teleconference only. No physical location will be available for this meeting, however, the City of Santa Clara continues to have methods for the public to participate remotely:

To join Zoom Meeting please use this URL to join.

<https://santaclaraca.zoom.us/j/97059145929?pwd=YnJ4a2NSNXplaDZrc0FOaFplWDBKdz09>

Meeting ID: 970 5914 5929

Passcode: 793515

COMMISSION RECITED PLEDGE OF ALLGIANCE

CALL TO ORDER AND ROLL CALL

Vice Chair Naim called the meeting to order at 7:01 pm.

Present 4 - Commssioner Carolyn McAllister, Commissioner Willie D. Brown Jr., Commissioner John Casey, and Vice Chair Tahir Naim

Absent 1 - Chair Franklin Felizardo

CONSENT CALENDAR

[21-1528](#)

Action to Approve the Civil Service Commission Meeting Minutes of October 14, 2021.

Recommendation: Approve the Meeting Minutes of October 14, 2021.

A motion was made by Commissioner McAllister, seconded by Commissioner Casey, to approve the Civil Service Commission Meeting Minutes of October 14, 2021.

Aye: 3 - Commissioner McAllister, Commissioner Casey, and Vice Chair Naim

Absent: 1 - Chair Felizardo

Abstained: 1 - Commissioner Brown Jr.

[21-1719](#) Note and File the Current Status and Requisition Report dated November 30, 2021

Recommendation: Note and File the Current Status and Requisition Report dated November 30, 2021

A motion was made by Commissioner Brown, seconded by Commissioner McAllister, to note and file the Current Status and Requisition Report dated November 30, 2021.

Aye: 4 - Commissioner McAllister, Commissioner Brown Jr., Commissioner Casey, and Vice Chair Naim

Absent: 1 - Chair Felizardo

PUBLIC PRESENTATIONS

None

GENERAL BUSINESS

[21-1374](#) Action to Adjust the Examination Weighting Plan for Public Works Inspector (Job Code 680) to 100% Oral and a Qualifying Supplemental on a One-time Basis

Recommendation: Approve the modified weighting plan for Public Works Inspector (Job Code 680) to 100% Oral and a Qualifying Supplemental on a one-time basis

A motion was made by Commissioner McAllister, seconded by Commissioner Casey, to Adjust the Examination Weighting Plan for Public Works Inspector (Job Code 680) to 100% Oral and a Qualifying Supplemental on a One-time Basis.

Aye: 4 - Commissioner McAllister, Commissioner Brown Jr., Commissioner Casey, and Vice Chair Naim

Absent: 1 - Chair Felizardo

[21-1711](#) Action to Adjust the Examination Weighting Plan for Office Specialist III (Job Code 938) to 100% Oral and a Qualifying Supplemental on a One-time Basis

Recommendation: Approve the modified weighting plan for Office Specialist III (Job Code 938) to 100% Oral and a Qualifying Supplemental on a one-time basis

A motion was made by Commissioner Brown, seconded by Commissioner Casey, to Adjust the Examination Weighting Plan for Office Specialist III (Job Code 938) to 100%% Oral and a Qualifying Supplemental on a One-time basis.

Aye: 4 - Commissioner McAllister, Commissioner Brown Jr., Commissioner Casey, and Vice Chair Naim

Absent: 1 - Chair Felizardo

[21-1712](#) Action to Adjust the Examination Weighting Plan for Staff Aide II (Job Code 795) to 100% Oral and a Qualifying Supplemental on a One-time Basis

Recommendation: Approve the modified weighting plan for Staff Aide II (Job Code 795) to 100% Oral and a Qualifying Supplemental on a one-time basis

A motion was made by Commissioner Brown, seconded by Vice Chair Naim, to Adjust the Examination Weighting Plan for Staff Aide II (Job Code 795) to 100% Oral and a Qualifying Supplemental on a One-time basis.

Aye: 4 - Commissioner McAllister, Commissioner Brown Jr., Commissioner Casey, and Vice Chair Naim

Absent: 1 - Chair Felizardo

[21-1713](#) Action to Adjust the Examination Weighting Plan for Customer Service Representative (Job Code 364) to 100% Oral and a Qualifying Supplemental on a One-time Basis

Recommendation: Approve the modified weighting plan for Customer Service Representative (Job Code 364) to 100% Oral and a Qualifying Supplemental on a one-time basis

A motion was made by Commissioner McAllister, seconded by Commissioner Casey, to Adjust the Examination Weighting Plan for Customer Service Representative (Job Code 364) to 100% Oral and a Qualifying Supplemental on a One-time basis.

Aye: 4 - Commissioner McAllister, Commissioner Brown Jr., Commissioner Casey, and Vice Chair Naim

Absent: 1 - Chair Felizardo

[21-1720](#) Action to Extend Probationary Period of Water Resources Specialist (Employee No. 08035)

Recommendation: Approve the extension of the probationary period for a Water Resources Specialist (Employee No. 08035)

An amended motion was made by Commissioner McAllister, seconded by Commissioner Casey, to Extend the Probationary Period of Water Resources Specialist (Employee No. 08035) for ten weeks (or equivalent to the amount of time the employee is on leave) to ensure the full one year of the probationary period.

Aye: 4 - Commissioner McAllister, Commissioner Brown Jr., Commissioner Casey, and Vice Chair Naim

Absent: 1 - Chair Felizardo

STAFF REPORT

None

None

COMMISSIONERS REPORT

None

None

ADJOURNMENT

A motion was made by Commissioner Brown, seconded by Commissioner McAllister, to adjourn the Civil Service Commission meeting at 7:27 PM.

Aye: 4 - Commissioner McAllister, Commissioner Brown Jr., Commissioner Casey, and Vice Chair Naim

Absent: 1 - Chair Felizardo

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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