



# City of Santa Clara

## Meeting Minutes

### Civil Service Commission

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05/10/2021

7:00 PM

Virtual Meeting

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Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of COVID-19, Committee members will be attending the meeting remotely. The City of Santa Clara has implemented methods for the public to participate remotely via Zoom link or phone call in.

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

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

**Vice Chair McAllister called the Civil Service Commission meeting to order at 7:01 pm.**

**Present** 3 - Vice Chair Carolyn McAllister, Commissioner Franklin Felizardo, and Commissioner John Casey

**Absent** 2 - Chair Willie D. Brown Jr., and Commissioner Tahir Naim

#### **CONSENT CALENDAR**

**1a.**     [21-626](#)     Action to Approve the Civil Service Commission Meeting Minutes of April 12, 2021.

**Recommendation:** Approve the Meeting Minutes of April 12, 2021.

**There was not a quorum for the Civil Service Commission Meeting Minutes of April 12, 2021. This item will be continued to the June 14, 2021 meeting.**

- 1b. [21-700](#) Note and File the Current Status and Requisition Report dated April 30, 2021

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

**A motion was made by Commissioner Casey, seconded by Commissioner Felizardo to Note and File the Current Status and Requisition Report dated April 30, 2021.**

**Aye:** 3 - Vice Chair McAllister, Commissioner Felizardo, and Commissioner Casey

**Absent:** 2 - Chair Brown Jr., and Commissioner Naim

### **PUBLIC PRESENTATIONS**

None

### **GENERAL BUSINESS**

- 2a. [21-698](#) Action to Modify and Retitle the Class Specification for Water Resources Planner (Job Code 907)

**Recommendation:** Approve the modified and retitled class specification for Water Resources Specialist (Job Code 907)

**A motion was made by Commissioner Casey, seconded by Commissioner Felizardo to modify and retitle the Class Specification for Water Resources Planner (Job Code 907)**

**Aye:** 3 - Vice Chair McAllister, Commissioner Felizardo, and Commissioner Casey

**Absent:** 2 - Chair Brown Jr., and Commissioner Naim

- 2b. [21-699](#) Action to Modify and Make the Class Specifications for Human Resources Technician (Job Code 508) and Senior Human Resources Technician (Job Code 747) Flexibly Staffed

**Recommendation:** Approve the modified and flexibly staffed class specifications for Human Resources Technician (Job Code 508) and Senior Human Resources Technician (Job Code 747)

**A motion was made by Commissioner Felizardo, seconded by Commissioner Casey to modify and make the Class Specifications for Human Resources Technician (Job Code 508) and Senior Human Resources Technician (Job Code 747) flexibly staffed.**

**Aye:** 3 - Vice Chair McAllister, Commissioner Felizardo, and Commissioner Casey

**Absent:** 2 - Chair Brown Jr., and Commissioner Naim

**STAFF REPORT**

3a. [21-387](#) Informational Report Regarding City Recruitment Efforts

**Recommendation:** This item is for information only; no action is required at this time.

**COMMISSIONERS REPORT**

None

**ADJOURNMENT**

**A motion was made by Commissioner Felizardo, seconded by Commissioner Casey to adjourn the Civil Service Commission Meeting at 7:40 pm.**

**Aye:** 3 - Vice Chair McAllister, Commissioner Felizardo, and Commissioner Casey

**Absent:** 2 - Chair Brown Jr., and Commissioner Naim

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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