



# City of Santa Clara

## Meeting Minutes

### Civil Service Commission

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08/09/2021

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**

**Chair Brown called the meeting to order at 7:01 pm.**

**Present** 4 - Willie D. Brown Jr., Carolyn McAllister, Franklin Felizardo, and Tahir Naim

**Absent** 1 - John Casey

#### **CONSENT CALENDAR**

- 1a. [21-772](#) Action to Approve the Civil Service Commission Meeting Minutes of April 12, 2021.

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

**A motion was made by Commissioner Naim, seconded by Vice Chair McAllister, to approve the Civil Service Commission Meeting Minutes of April 12, 2021.**

**Aye:** 3 - Brown Jr., McAllister, and Naim

**Absent:** 1 - Casey

**Abstained:** 1 - Felizardo

- 1b. [21-765](#) Action to Approve the Civil Service Commission Meeting Minutes of May 10, 2021.

**Recommendation:** Approve the Meeting Minutes of May 10, 2021.

**There was not a quorum for the Civil Service Commission Meeting Minutes of May 10, 2021. This item will be continued to the September 13, 2021 meeting.**

- 1c. [21-830](#) Note and File the Current Status and Requisition Report dated July 31, 2021

**Recommendation:** Note and File the Current Status and Requisition Report dated July 31, 2021

**A motion was made by Vice Chair McAllister, seconded by Commissioner Naim, to Note and File the Current Status and Requisition Report dated July 31, 2021.**

**Aye:** 4 - Brown Jr., McAllister, Felizardo, and Naim

**Absent:** 1 - Casey

### **PUBLIC PRESENTATIONS**

None

### **GENERAL BUSINESS**

- 2a. [21-821](#) Action to Retitle and Merge the Assistant Water Superintendent (Job Code 229) and Assistant Sanitary Sewer Superintendent (Job Code 235) Classifications Into One Classification Titled Assistant Water & Sanitary Sewer Superintendent (Job Code 229) and Delete the Assistant Sanitary Sewer Superintendent (Job Code 235) Classification

**Recommendation:** Approve the retitle, revision, and merge class specification for Assistant Water & Sanitary Sewer Superintendent (Job Code 229) and delete Assistant Sanitary Sewer Superintendent (Job Code 235) class specification

**A motion was made by Vice Chair McAllister, seconded by Commissioner Naim, to Retitle and Merge the Assistant Water Superintendent (Job Code 235) Classifications into One Classification Titled Assistant Water & Sanitary Sewer Superintendent (Job Code 229) and Delete the Assistant Sanitary Sewer Superintendent (Job Code 235) Classification.**

**Aye:** 4 - Brown Jr., McAllister, Felizardo, and Naim

**Absent:** 1 - Casey

- 2b. [21-1000](#) Action to Abolish the Eligible List for Water and Sewer Maintenance Worker I (Job Code 914)

**Recommendation:** Approve abolishing the eligible list for Water and Sewer Maintenance Worker (Job Code 914)

**A motion was made by Commissioner Naim, seconded by Commissioner Felizardo, to Abolish the Eligible List for Water and Sewer Maintenance Worker I (Job Code 914).**

**Aye:** 4 - Brown Jr., McAllister, Felizardo, and Naim

**Absent:** 1 - Casey

- 2c. [21-1078](#) Action to Adjust the Examination Weighting Plan for Public Works Inspector (Job Code 680) on a One-time Basis

**Recommendation:** Approve the modified weighting plan for Public Works Inspector (Job Code 680) on a one-time basis

**A motion was made by Vice Chair McAllister, seconded by Commissioner Felizardo, to Adjust the Examination Weighting Plan for Public Works Inspector (Job Code 680) on a One-time Basis.**

**Aye:** 3 - Brown Jr., McAllister, and Felizardo

**Nay:** 1 - Naim

**Absent:** 1 - Casey

- 2d. [21-1096](#) Action to Adjust the Examination Weighting Plan for Staff Aide I (Job Code 794) on a One-time Basis

**Recommendation:** Approve the modified weighting plan for Staff Aide I (Job Code 794) on a one-time basis

**A motion was made by Vice Chair McAllister, seconded by Commissioner Naim, to Adjust the Examination Weighting Plan for Staff Aide I (Job Code 794) on a One-time Basis.**

**Aye:** 4 - Brown Jr., McAllister, Felizardo, and Naim

**Absent:** 1 - Casey

- 2e. [21-874](#) Election of Civil Service Commission Chair and Vice-Chair

**Recommendation:** Staff recommends that the Commission conduct an election for the roles of Chair and Vice-Chair the period of August 9, 2021 through June 30, 2022, or as soon thereafter as is practicable for holding the next Commission election.

**A motion was made by Chair Brown, seconded by Commissioner Felizardo, to nominate Vice Chair McAllister to Civil Service Commission Chair. Chair Brown withdrew the nomination.**

**A motion was made by Vice Chair McAllister, seconded by Chair Brown, to nominate Commissioner Felizardo as Chair of the Civil Service Commission.**

**Aye:** 3 - Brown Jr., McAllister, and Naim

**Absent:** 1 - Casey

**Abstained:** 1 - Felizardo

**A motion was made by Vice Chair McAllister, seconded by Commissioner Felizardo, to nominate Commissioner Naim as Vice Chair of the Civil Service Commission.**

**Aye:** 3 - Brown Jr., McAllister, and Felizardo

**Absent:** 1 - Casey

**Abstained:** 1 - Naim

- 2f. [21-883](#) Action to Establish Civil Service Commission Meeting and Board of Review Dates for 2022

**Recommendation:** Approve Civil Service Commission meeting and Board of Review dates for 2022

**A motion was made by Commissioner Naim, seconded by Vice Chair McAllister, to Establish Civil Service Commission Meeting and Board of Review Dates for 2022 at 7:00 PM.**

**Aye:** 4 - Brown Jr., McAllister, Felizardo, and Naim

**Absent:** 1 - Casey

### **STAFF REPORT**

None

### **COMMISSIONERS REPORT**

Vice Chair McAllister thanked Chair Brown for his service as Chair. Chair Brown thanked Vice Chair McAllister for her service. Chair Brown thanked all the Commissioners for their service and congratulated the new Chair and Vice Chair.

Commissioner Naim thanked Vice Chair McAllister for her service as Vice Chair.

### **ADJOURNMENT**

**A motion was made by Commissioner Naim, seconded by Vice Chair McAllister, to adjourn the meeting at 8:12 pm.**

**Aye:** 4 - Brown Jr., McAllister, Felizardo, and Naim

**Absent:** 1 - Casey

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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