



CIVIL SERVICE COMMISSION
Regular Meeting Minutes
May 2, 2024

CALL TO ORDER: 4:00 p.m.

PRESENT: Chair Sharon Hightower, Commissioner Sam Swift, and Commissioner Gary Diquisto.

ABSENT: Vice Chair Joan Smith (Scheduled Absence), Commissioner Tom Cochran (Scheduled Absence) .

VACANCY: None.

STAFF: Senior Deputy City Attorney, Colleen Winchester; Deputy City Clerk, Megan Roche; and Deputy City Clerk, Yasmin Johnson.

ORDERS OF THE DAY

Action: Upon motion by Commissioner Swift, seconded by Commissioner Diquisto, and carried unanimously, the Orders of the Day were approved. (3-0-2; Absent: Smith, Cochran)

PUBLIC COMMENTS

None provided.

CONSENT CALENDAR

Action: Upon motion by Commissioner Swift, seconded by Commissioner Diquisto, and carried unanimously, the following items were approved on the Consent Calendar: the Memorandum from Human Resources dated April 24, 2024 providing the Amendments to the Classification Plan; the Memorandum from Human Resources dated April 24, 2024 providing the Hiring Summary Report for March 2024; and the April 7, 2024 Regular Meeting Minutes. (3-0-2; Absent: Smith, Cochran)

END OF CONSENT CALENDAR

CITY ATTORNEY/CLERK’S OFFICE

Deputy City Clerk Megan Roche spoke to the potential cancellation of the Regular Civil Service Commission Meeting scheduled for July 4, 2024.

Chair Sharon Hightower requested that the discussion and possible action regarding the potential cancellation of the regular Civil Service Commission meeting scheduled on July 4, 2024, be agendaized for discussion and possible action at the June 6, 2024 Regular Civil Service Commission Meeting.

SCHEDULING HEARINGS SCHEDULED (OPEN SESSION)

No hearings were scheduled.

HEARINGS SCHEDULED (CLOSED SESSION)

No hearings were scheduled.

ADJOURNMENT

Action: Upon motion by Commissioner Swift, seconded by Commissioner Diquisto, and carried unanimously, the meeting was called to be adjourned. (3-0-2; Absent: Smith, Cochran)

Chair Hightower adjourned the Civil Service Commission meeting of the City of San José at 4:04 p.m.

Approved on: 6/6/24

Attest:

Civil Service Commission

City Clerk, Toni Taber, CMC, Secretary



Yasmin Johnson

Deputy City Clerk, City of San José