

CIVIL SERVICE COMMISSION
Regular Meeting Minutes
November 3, 2022

*** COVID-19 NOTICE***

Consistent with AB 361 and City of San Jose Resolution Nos. 80628, 80659, and 80685 the Civil Service Commission meeting was not physically open to the public and the Civil Service Commissioners teleconferenced from remote locations.

CALL TO ORDER: 4:19 p.m.

PRESENT: Chair Sharon Hightower, Vice Chair Joan Smith, Commissioner Sam Swift, and Commissioner Tom Cochran.

ABSENT: None.

VACANCY: One Vacancy.

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

Upon motion by Commissioner Smith, seconded by Commissioner Cochran and carried unanimously, the Nomination and Election of Commission Officer Sharon Hightower as Chair was approved unanimously. (4-0.)

Upon motion by Commissioner Hightower, seconded by Commissioner Swift and carried unanimously, the Nomination and Election of Commission Officer Joan Smith as Vice Chair was approved unanimously. (4-0.)

ORDERS OF THE DAY

Upon motion by Commissioner Cochran, seconded by Commissioner Smith and carried unanimously, the Orders of the Day were approved. (4-0.)

PUBLIC COMMENTS

None.

CONSENT CALENDAR

Upon motion by Commissioner Smith, seconded by Commissioner Swift and carried unanimously, the Consent Calendar was approved. (4-0.)

END OF CONSENT CALENDAR

CITY ATTORNEY/CLERK'S OFFICE

A. Senior Deputy City Attorney, Colleen Winchester provided a presentation outlining the protocol and procedures in returning from Remote Meetings

HEARINGS SCHEDULED (OPEN SESSION)

None provided.

HEARINGS SCHEDULED (CLOSED SESSION)

No reportable actions taken in closed session.

FUTURE AGENDA ITEMS

- Tentative 11/29/22: Protest for PD Lieutenant Exam (if needed)
- 12/1/22: Hearings (Consolidated): Suspension of Joanna Keys, Public Safety Radio Dispatcher, SJPd, Case No. 22-70 and Suspension of Julie Albin, Senior Public Safety Radio Dispatcher, SJPd, Case No. 22-71 (Van Roo/ Tomlin Business Agent)
- Tentative 12/6/22: Protest for PD Sergeant Exam (if needed)
- Tentative 12/8/22: Police Recruit Removal from Eligibility List: Applicant, Case No. 22-96A (Van Roo/ Applicant)

ADJOURNMENT

Chair Hightower adjourned the Civil Service Commission meeting of the City of San José at 4:27 p.m.

Approved at the 2/2/23 CSC Meeting

SHARON HIGHTOWER, VICE-CHAIR

ATTEST:
CIVIL SERVICE COMMISSION
CITY CLERK, TONI J. TABER, CMC, SECRETARY

Yasmin Johnson

Yasmin Johnson, Deputy Secretary