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**CIVIL SERVICE COMMISSION**  
**Regular Meeting Minutes**  
**October 3, 2024**

**CALL TO ORDER: 4:00 p.m.**

**PRESENT:** Chair Sharon Hightower, Vice Chair Joan Smith, Commissioner Thomas Cochran, and Commissioner Gary Diquisto.

**ABSENT:** Commissioner Samuel Swift.

**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 Smith, seconded by Commissioner Diquisto, and carried unanimously, the Orders of the Day were approved. (4-0-1; Absent: Swift)

**PUBLIC COMMENTS**

None provided.

**CONSENT CALENDAR**

Action: Upon motion by Commissioner Smith, seconded by Commissioner Cochran, and carried unanimously, the following items were approved on the Consent Calendar: the Memorandum from Human Resources dated September 24, 2024 providing the amendments to the Classification Plan; the Memorandum from Human Resources dated September 24, 2024 providing the Hiring Summary Report for August 2024; and the September 5, 2024 Regular Meeting Minutes. (4-0-1; Absent: Swift)

**END OF CONSENT CALENDAR**

**CITY ATTORNEY/CLERK’S OFFICE REPORT**

Deputy City Clerk, Megan Roche provided an update regarding the Commissioner’s City issued email accounts.

**SCHEDULING HEARINGS SCHEDULED (OPEN SESSION)**

- Daniel Gallego, on behalf of himself, and Deputy City Attorney Allison Montonye, on behalf of the City of San José, agreed to the Hearing date set for Tuesday, November 19, 2024 at 5:30p.m., regarding the dismissal of Daniel Gallego, Maintenance Worker I, Department of Transportation. **Case No. 24-04.**

**HEARINGS SCHEDULED (CLOSED SESSION)**

No reportable actions were taken in closed session.

**ADJOURNMENT**

Chair Hightower adjourned the Civil Service Commission meeting of the City of San José at 4:23 p.m.

Approved on:

Attest:

Civil Service Commission  
City Clerk, Toni Taber, MMC, Secretary



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Yasmin Johnson  
Deputy City Clerk, City of San José