

**CIVIL SERVICE COMMISSION**  
**Regular Meeting Minutes**  
**September 4, 2025**

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

**PRESENT:** Chair Sharon Hightower; Vice Chair Joan Smith (*arrived at 4:04 p.m.*);  
Commissioner Sam Swift; and Commissioner Gary Diquisto.

**ABSENT:** Commissioner Tom Cochran.

**VACANCY:** None.

**STAFF:** Gabriel Rodriguez, Senior Deputy City Attorney; Megan Roche, Deputy City Clerk;  
and Yasmin Johnson, Deputy City Clerk.

**ABSENT:** All present.

**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 Commission approved the following items on the Consent Calendar: the Memorandum from Human Resources dated August 25, 2025 providing the Amendments to the Classification Plan; the Memorandum from Human Resources dated August 25, 2025 providing the Hiring Summary Reports for July 2025; and the August 7, 2025 Regular Meeting Minutes. (3-0-2; Absent: Smith, Cochran)

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

Senior Deputy City Attorney, Gabriel Rodriguez, announced the City's selection of Susana Alcala Wood as the new City Attorney for the City of San José; she currently serves as the City Attorney for the City of Sacramento. Susana will assume the position in November, following the retirement of the current City Attorney, Nora Frimann, who will remain serving in the position through October 2025.

Senior Deputy City Attorney, Gabriel Rodriguez, also reported that the Sixth District Court of Appeals ruled on a writ in Case No. H051833, regarding William Sangervasi, whose case was heard before the Civil Service Commission in 2022 as Case No. 22-01.

Deputy City Clerk, Megan Roche, provided an update regarding the terms on the Civil Service Commission. The term for the Employee Nominated Public Member seat on the Civil Service Commission, currently filled by Commissioner Gary Diquisto, is scheduled to end on November 30, 2025. All interested applicants are encouraged to apply; the nomination period will open on Monday, September 8, 2025.

**HEARINGS SCHEDULED (OPEN SESSION)**

None provided.

**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 4:06 p.m.

Approved on: 10/2/2025

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



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Yasmin Johnson  
Deputy City Clerk, City of San José