CIVIL SERVICE COMMISSION
Regular Meeting Minutes
August 3, 2023

CALL TO ORDER: 4:00 p.m.

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

ABSENT: None.

VACANCY: None.

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

ORDERS OF THE DAY

Upon motion by Commissioner Smith, seconded by Commissioner Swift, and carried unanimously, the Orders of the Day were approved. (5-0.)

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

None provided.

HEARINGS SCHEDULED (OPEN SESSION)

- **Schedule Tentative Hearing:** Protest for Fire's Battalion Chief Exam (if needed) on Wednesday, January 24, 2024, Thursday, January 25, 2024, or Friday, January 26, 2024, per the consultant's request.

Commissioner Swift stated that he is not available on any of the possible dates for the Protest for Fire's Battalion Chief Exam. Chair Hightower requested that the Consultant confirm they would be agreeable

to holding the tentative Protest for the Fire's Battalion Chief Exam Hearing with one Commissioner absent. The four available Commissioners requested scheduling of the hearing on either Wednesday, January 24, 2024 or Thursday, January 25, 2024. Senior Deputy City Attorney Colleen Winchester discussed the parameters for scheduling exam protest hearings. Per the Consultants request, the tentative Protest for the Fire's Battalion Chief Exam Hearing was scheduled for Wednesday, January 24, 2024 at 5:30 p.m.

HEARINGS SCHEDULED (CLOSED SESSION)

No hearings to schedule.

ADJOURNMENT

Chair Hightower adjourned the Civil Service Commission meeting of the City of San José at 4:06 p.m.

Approved on:

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

DRAFT
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Yasmin Johnson
Deputy City Clerk, City of San José