

Disciplines of Classified Employees
January 1, 2011 through December 31, 2011

Classification	Department	Conduct	Discipline Implemented		Appealed	Disposition
			Type	Length		
Police Officer	Police	Employee violated the Police Duty Manual by driving under the influence.	Suspension	40 Hours	No	
Trades Supervisor	Airport	Employee failed to satisfactorily perform the duties of position.	Step Reduction	5% for 6 Pay Periods	No	
Public Safety Communications Specialist	Police	Employee violated Police Department Policy by failing to follow procedure during a call for service.	Suspension	40 Hours	No	
Maintenance Worker I	Transportation	Employee failed to maintain driver license and failed to inform supervisor that license was revoked.	Dismissal	NA	Yes	Employee withdrew appeal.
Police Officer	Police	Employee violated the City's Code of Ethics and Police Duty Manual by misreporting the number of hours worked.	Dismissal	NA	Yes	Arbitration reversed dismissal with full back pay.
Police Officer	Police	Employee violated the Police Duty Manual by losing their personal handgun, Police badge, and handcuffs.	Suspension	10 Hours	No	
Police Officer	Police	Employee violated the City's Code of Ethics and Police Duty Manual by misreporting the number of hours worked.	Dismissal	NA	Yes	Settlement Agreement to resign in lieu.
Police Officer	Police	Employee violated the Police Duty Manual by driving under the influence and for failure to secure weapons.	Dismissal	NA	Yes	Arbitrator amended discipline from dismissal to 80 hours.
Plant Mechanic	Environmental Services	Employee had a history of tardiness, failed to notify supervisor when tardy, had another employee punch timecard when late, and was dishonest during the course of an administrative investigation.	Dismissal	NA	Yes	Settled prior to the Civil Service Commission. Discipline was reduced to a 30 hour suspension.
Police Officer	Police	Employee violated the Police Duty Manual by displaying rude conduct while off duty.	Suspension	10 Hours	No	
Recreation Program Specialist	Parks, Recreation, and Neighborhood Services	Employee violated the City's Discrimination & Harassment Policy by making an inappropriate sexual comment and displaying an inappropriate picture of a sexual nature to employees. Further, employee was dishonest during the administrative investigation.	Dismissal	NA	Yes	Settled prior to the Civil Service Commission appeal. Employee was allowed to resign in lieu of dismissal.

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Fire Prevention Inspector	Fire	Employee engaged in inappropriate conduct when interacting with another City employee, as well as during an administrative investigation.	Suspension	16 Hours	Yes	Employee withdrew appeal.
Senior Office Specialist	Human Resources	Employee violated the City's Code of Ethics Policy and Personal Use of City Equipment Policy by falsifying records.	Dismissal	NA	No	
Police Officer	Police Department	Employee violated the Police Duty Manual by driving under the influence, failing to book a controlled substance, and spending on-duty time not related to a police function.	Dismissal	NA	Yes	Arbitrator upheld discipline
Groundworker	Parks, Recreation & Neighborhood Services	Employee violated the City's Code of Ethics Policy and Personal Use of City Equipment Policy by utilizing City facilities for personal use.	Suspension	40 Hours	No	
Police Officer	Police Department	Employee violated the Police Duty Manual by being involved in a preventable vehicle accident.	Suspension	10 Hours	No	
Maintenance Worker II	Department of Transportation	Employee violated the City's Code of Ethics Policy by falsifying documents.	Dismissal	NA	Yes	Civil Service Commission upheld discipline.
Security Officer	Team San Jose	Employee violated the City's Code of Ethics Policy by sending inappropriate emails to supervisor and failed to complete work in a timely fashion.	Dismissal	NA	Yes	Civil Service Commission reduced to a Documented Oral Counseling with full back pay.
Police Officer	Police Department	Employee violated the Police Duty Manual by losing their personal handgun and Department taser.	Suspension	10 Hours	No	
Fire Engineer	Fire Department	Employee was involved in third preventable vehicle accident.	Step Reduction	5% for 6 Pay Periods	No	
Office Specialist II	Environmental Services	Employee had a history of ongoing tardiness and had received prior formal discipline for tardiness.	Dismissal	NA	Yes	Signed settlement agreement to resign in lieu.
Principal Office Specialist	Information Technology	Employee had a history of ongoing tardiness.	Step Reduction	5% for 6 Pay Periods	No	
Police Officer	Police Department	Employee violated the Police Duty Manual by failing to properly investigate a crime.	Suspension	20 Hours	No	

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Police Officer	Police Department	Employee violated the Police Duty Manual by accidentally discharged one round from duty shotgun.	Suspension	10 Hours	No	
Recreation Program Specialist	Parks, Recreation & Neighborhood Services	Employee violated City's Discrimination & Harassment Policy and Code of Ethics by making inappropriate comments.	Suspension	24 Hours	No	
Public Safety Communications Specialist	Police Department	Employee violated Police Department Policy by failing to follow procedure during a family disturbance call.	Dismissal	NA	No	
Police Officer	Police Department	Employee violated the Police Duty Manual by accidentally discharging one round from duty handgun.	Suspension	10 Hours	No	