



# City of Santa Clara

## Meeting Agenda

### Civil Service Commission

Monday, September 17, 2018

7:00 PM

City Hall - Council Chambers  
1500 Warburton Avenue  
Santa Clara, CA 95050

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#### CALL TO ORDER AND ROLL CALL

*Pledge of Allegiance*

#### CONSENT CALENDAR

**1.A**    18-1177    [Meeting Minutes of July 9, 2018](#)

**Recommendation:** Approve the Meeting Minutes of July 9, 2018.

**1.B**    18-1178    [Change of Status Reports for July and August 2018](#)

**Recommendation:** Approve the Change of Status Reports for July and August 2018.

**1.C**    18-1179    [Open Recruitment Reports for July and August 2018](#)

**Recommendation:** Approve the Open Recruitment Reports for July and August 2018.

**1.D**    18-1180    [Examination Reports for July and August 2018](#)

**Recommendation:** Approve the Examination Reports for July and August 2018.

#### PUBLIC PRESENTATIONS

#### GENERAL BUSINESS

**2**        18-1115    [Action to Extend Eligible List for Senior Engineering Aide](#)

**Recommendation:** Approve the request to extend the Eligible List for Senior Engineering Aide by six months to April 25, 2019.

**3**        18-1118    [Action to Extend Eligible List for Assistant Electric Utility Engineer](#)

**Recommendation:** Approve the request to extend the eligible list for Assistant Electric Utility Engineer by six months to March 5, 2019.

- 4      18-1270    [Action to Abolish the Eligible List for Assistant Engineer \(Civil\)](#)  
***Recommendation:*** Approve abolishing the eligible list for Assistant Engineer (Civil).
- 5      18-1146    [Action to Abolish the Eligible List for Associate Engineer \(Civil\)](#)  
***Recommendation:*** Approve abolishing the eligible list for Associate Engineer (Civil).
- 6      18-910      [Action to Modify Job Specification for Firefighter II](#)  
***Recommendation:*** Approve the modified job specification for Firefighter II.
- 7      18-911      [Action to Modify Job Specification for Driver/Engineer](#)  
***Recommendation:*** Approve the modified job specification for Driver/Engineer.
- 8      18-1188    [Action to Modify Job Specification for Meter Reader](#)  
***Recommendation:*** Approve the modified job specification for Meter Reader.
- 9      18-1119    [Action to Modify Job Specification for Engineering Aide - Electric](#)  
***Recommendation:*** Approve the modified job specification for Engineering Aide - Electric.
- 10     18-1125    [Action to Adopt Job Specification, Recruitment Type, and Examination Weighting for Electric Utility Database Administrator](#)  
***Recommendation:*** Approve the proposed job specification for Electric Utility Database Administrator, and establish the recruitment type as Open/Promotional, with an examination weighting of 100% Oral.
- 11     18-1204    [Action to Adopt Job Specification, Recruitment Type, and Examination Weighting for Meter Data Analyst](#)  
***Recommendation:*** Approve the proposed job specification for Meter Data Analyst, and establish the recruitment type as Open/Promotional, with an examination weighting of 100% Oral with a qualifying supplemental.

**STAFF REPORT**

12      18-1181      [Announcement of and Call for Applicants to the Salary Setting Commission](#)

**Recommendation:**

1. Announce and call for applicants to the Salary Setting Commission pursuant to Charter Section 702;
2. Set October 18, 2018 at 5:00 p.m. as the deadline to submit an application to serve on the Salary Setting Commission to the City Clerk’s Office;
3. Set October 25, 2018, at 6:00 p.m. as the next regular Civil Service Commission meeting to conduct interviews and appoint members to the Salary Setting Commission; and
4. Set November 19, 2018 as the Oath of Office Ceremony for the newly established Commissioners of the Salary Setting Commission.

**COMMISSIONERS REPORT**

*None*

**ADJOURNMENT**

*Next regular scheduled meeting November 19, 2018.*