



**City of Santa Clara
Civil Service Commission Agenda**

September 16, 2013 at 7:00 p.m.
City Council Chambers
1500 Warburton Avenue
Santa Clara, California

I. ROUTINE ITEMS

- A. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- B. MEETING MINUTES** of July 8, 2013
- C. CHANGE OF STATUS REPORTS** for July and August, 2013
- D. CURRENT RECRUITMENT ACTIVITY REPORTS** for July and August, 2013
- E. EXAMINATION REPORTS** for July and August, 2013

II. UNFINISHED BUSINESS – None

III. NEW BUSINESS

- A. CONSIDER REQUEST** to Abolish Eligible List for Police Sergeant
- B. CONSIDER REQUEST** to Modify Job Specification and Examination Weighting for Engineering Aide (Electric)
- C. CONSIDER REQUEST** to Waive Examination for Service Coordinator - Inspector
- D. CONSIDER REQUEST** to Modify Job Specification for Engineering Aide
- E. CONSIDER REQUEST** to Modify Job Specification for Customer Service Representative (Permit Center)
- F. CONSIDER REQUEST** to Extend Eligible List for Permit Technician

- G. **CONSIDER REQUEST** to Approve New Job Specification, Exam Weighting and Recruitment Process for Librarian II
- H. **CONSIDER REQUEST** to Modify Job Specification for Librarian I
- I. **CONSIDER REQUEST** to Modify Job Specification for Library Assistant I
- J. **CONSIDER REQUEST** to Modify Job Specification for Library Assistant II
- K. **CONSIDER REQUEST** to Modify Job Specification for Library Program Coordinator (Branch Manager)
- L. **CONSIDER REQUEST** to Modify Job Specification for Library Circulation Supervisor

IV. INFORMATIONAL ITEMS

- A. **UPDATED ROSTER, EXAM REVIEW SCHEDULE AND CIVIL SERVICE COMMISSION MEETING DATES** for the 2013-14 Civil Service Commission year

V. REPORTS OF COMMISSIONERS

- A. **REPORTS** Regarding Meetings or Conferences Attended (if any)

VI. ORAL COMMUNICATIONS – The law does not permit Commission Action on, or extended discussion of, any item not on the Agenda except under special circumstances. Note the instructions in the Agenda regarding Oral Communications.

VII. ADJOURNMENT –Adjourn to the next regular meeting of the Civil Service Commission at 7:00 p.m. on Monday, November 18, 2013.



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