

**CIVIL SERVICE COMMISSION
REGULAR MEETING MINUTES
VIA TELECONFERENCE
JANUARY 11, 2021**

1. CALL TO ORDER

The meeting was called to order at 5:26 p.m.

2. FLAG SALUTE

3. ROLL CALL

Present: Chair Nisperos, Vice Chair Plechaty, Commissioners Carter, Janik, and Wright

Absent: None

Staff present: Executive Secretary Sifuentes, Chief Assistant City Attorney Randy Risner, Deputy City Clerk Joya, and Water Director Mike Malone

4. WRITTEN COMMUNICATIONS – None

5. EXECUTIVE SECRETARY’S REPORT – None

6. REPORT OF CHAIRPERSON AND COMMISSIONERS – None

7. COMMUNITY FORUM – None

8. CONSENT CALENDAR AND APPROVAL OF THE AGENDA

Action: Moved by Vice Chair Plechaty, second by Commissioner Carter and carried unanimously approval of the Agenda and Consent Calendar.

A. APPROVAL OF THE MINUTES – Regular meeting minutes of the September 14, 2020 meeting.

B. APPROVAL OF AGENDA

9. ACTION CALENDAR

A. APPROVE CLASSIFICATION SPECIFICATION REVISIONS FOR WATER TREATMENT PLANT OPERATOR CLASS SERIES

Recommendation: By motion, approve the revisions to classification specifications for Water Treatment Plant Operator Trainee I, Water Treatment Plant Operator Trainee II, Water Treatment Plant Operator, and Advanced Water Treatment Plant Operator.

Contact: Stephanie Sifuentes, Human Resources Program Manager
(707) 648-8606, stephanie.sifuentes@cityofvallejo.net

Executive Secretary Sifuentes outline the staff report and recommendation.

Speakers – None

Executive Secretary Sifuentes responded to questions from Commissioners. Commissioners provided comment. Water Director Malone provided further clarification.

Action: Moved by Vice Chair Plechaty, second by Commissioner Wright and carried unanimously to approve the revisions to classification specifications for Water Treatment Plant Operator Trainee I, Water Treatment Plant Operator Trainee II, Water Treatment Plant Operator, and Advanced Water Treatment Plant Operator.

B. APPROVE CLASSIFICATION SPECIFICATION REVISIONS FOR HOUSING SPECIALIST CLASS SERIES

Recommendation: By motion, approve the revisions to classification specifications for Housing Specialist I, Housing Specialist II, Senior Housing Specialist, and Housing Specialist Supervisor.

Contact: Stephanie Sifuentes, Human Resources Program Manager
(707) 648-8606, stephanie.sifuentes@cityofvallejo.net

Executive Secretary Sifuentes outline the staff report and recommendation.

Speakers – None

Executive Secretary Sifuentes responded to questions from Commissioners. Commissioners provided comment.

Action: Moved by Vice Chair Plechaty, second by Commissioner Wright and carried unanimously to approve the revisions to classification specifications for Housing Specialist I, Housing Specialist II, Senior Housing Specialist, and Housing Specialist Supervisor.

10. ADJOURNMENT

Action: Moved by Commissioner Wright, second by Vice Chair Plechaty to approve adjournment of the meeting at 5:49 p.m.

DocuSigned by:

Mike Nisperos

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MIKE NISPEROS, CHAIRPERSON

ATTEST:

DocuSigned by:

Stephanie Sifuentes

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STEPHANIE SIFUENTES, EXECUTIVE SECRETARY