

Disciplines of Classified Employees  
January 1, 2015 through December 31, 2015

Classification	Department	Conduct	Discipline Implemented		Appealed	Disposition
			Type	Length		
Fire Fighter	Fire Department	Employee misreported the number of hours they actually worked in violation of the City's Code of Ethics Policy, and failed to meet the minimum qualifications of their classification for a period of two years.	Dismissal	-	-	EE voluntarily resigned prior to issuance of Notice of Discipline.
Groundswoker	Parks, Recreation and Neighborhood Services	Employee was discourteous to a co-worker and to a member of the public. Employee was dishonest during an administrative interview.	Dismissal	-	-	EE voluntarily resigned prior to issuance of Notice of Discipline.
Public Safety Radio Dispatcher	Police Department	Employee was arrested for off-duty conduct in violation of the Police Duty Manual.	Suspension	40 Hours	No	
Code Enforcement Inspector II	Planning, Building, and Code Enforcement	Employee used a City issued cellular phone on City time for non-work related business.	Dismissal	-	No	Employee signed a Disciplinary Settlement Agreement to receive a step reduction for a period of 26 pay periods, and reimburse the City for cellular phone charges.
Police Officer	Police Department	Employee was arrested in another jurisdiction for driving under the influence in violation of the Police Duty Manual.	Suspension	40 Hours	No	
Street Sweeper Operator	Department of Transportation	Employee was involved in multiple preventable vehicle accidents in City vehicles in violation of the City's Use of City and Personal Vehicles Policy, and the Department of Transportation's Code of Safe Practices related to street sweeping.	Step Reduction	2 Pay Periods	No	
Maintenance Worker II	Department of Transportation	Employee transported used hypodermic needles without using the appropriate storage container in violation of the Department of Transportation's Safety Manual.	Step Reduction	2 Pay Periods	No	
Police Officer	Police Department	Employee provided inaccurate information to Communications regarding Employee's location while working their assigned patrol shift in violation of the Police Duty Manual. Employee made false and/or misleading statements while being interviewed as part of an administrative investigation in violation of the City's Code of Ethics Policy and the Police Duty Manual.	Suspension	160 hours	Yes	Suspension was overturned by an arbitrator.
Parking Traffic Control Officer	Department of Transportation	Employee voided a valid parking citation after it was issued in violation of the Parking Compliance Unit Guidelines and California Vehicle Code.	Step Reduction	2 Pay Periods	No	
Police Officer	Police Department	Employee drove a vehicle while under the influence in violation of the Police Duty Manual.	Suspension	40 hours	No	Employee signed a Disciplinary Settlement Agreement to receive a 20 hour suspension.
Police Officer	Police Department	Employee engaged in inappropriate conduct in violation of the City's Discrimination and Harassment Policy, and was uncooperative and untruthful to law enforcement personnel from another jurisdiction in violation of the Police Duty Manual.	Dismissal	-	No	
Associate Engineer	Public Works	Employee made inappropriate comments in violation of the City's Code of Ethics Policy.	Suspension	40 hours	No	
Maintenance Worker I	Environmental Services Department	Employee treated staff discourteously in violation of the City's Code of Ethics Policy.	Step Reduction	13 Pay Periods	No	Employee signed a Disciplinary Settlement Agreement to receive a Letter of Reprimand.
Police Officer	Police Department	Employee misreported the number of hours they actually worked in violation of the Police Duty Manual, and the City's Code of Ethics Policy.	Dismissal	-	Yes	Employee signed a Disciplinary Settlement Agreement to receive a 200 hour suspension, and was placed on unpaid leave for a period of time.
Engineering Technician II	Department of Transportation	Employee violated the terms of a disciplinary settlement agreement, which had held dismissal in abeyance.	Dismissal	-	N/A	EE signed a disciplinary settlement agreement resigning from City service in lieu of termination.

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Gardener	Parks, Recreation and Neighborhood Services	Employee obtained a sample response to a practical examination for a recruitment which they had applied for, and used the sample response to complete the examination in violation of the City's Code of Ethics Policy. Employee was dishonest during their administrative interview in violation of the City's Code of Ethics Policy.	Dismissal	-	-	EE voluntarily resigned prior to issuance of Notice of Discipline.
Police Officer	Police Department	Employee used City gasoline to fill their personal vehicle in violation of the Police Duty Manual.	Suspension	160 Hours	No	Employee signed a Disciplinary Settlement Agreement to serve 160 hour suspension over four pay periods.
Senior Engineering Technician	Public Works	Employee violated the City's Code of Ethics Policy, and was dishonest during an administrative interview.	Dismissal	-	No	Employee signed a Disciplinary Settlement Agreement to resign in lieu of termination.
Environmental Inspector II	Environmental Services	Employee failed to satisfactorily perform the duties of their position.	Demotion	-	No	Employee signed a Disciplinary Settlement Agreement to receive a lesser demotion.
Public Safety Radio Dispatcher	Fire Department	Employee continued to be excessively tardy in violation of the Fire Department's Rules and Regulations, and the Fire Communications Procedures Manual, after informal discipline failed to correct this tardiness.	Step Reduction	6 Pay Periods	No	Employee signed a Disciplinary Settlement Agreement to receive a one-step salary reduction for two pay periods.
Supervising Environmental Services Specialist	Planning, Building, and Code Enforcement	Employee made inappropriate comments in violation of the City's Discrimination and Harassment Policy, and engaged in conduct in violation of the City's Use of City and Personal Vehicles Policy.	Suspension	40 Hours	No	
Supervisor, Trades	Department of Aviation	Employee failed to perform the duties of their position, used the City's internet for non-work related purposes in violation of the City's Use of Email, Internet Services & Other Electronic Media Policy, and approved inaccurate timecards for staff in violation of the City's Code of Ethics Policy.	Dismissal	-	Yes	The Civil Service Commission upheld Employee's dismissal.
Maintenance Worker I	Department of Transportation	Employee conducted personal business while on City time and misreported the number of hours they actually worked in violation of the City's Code of Ethics Policy, and failed to follow safety procedures.	Suspension	40 Hours	No	
Police Officer	Police Department	Employee made inappropriate comments in violation of the City's Discrimination and Harassment Policy.	Dismissal	-	No	Employee signed a Disciplinary Settlement Agreement to receive a 160 hour suspension in lieu of termination.
Sergeant	Police Department	Employee failed to follow department procedure regarding logging activity when responding to incidents in violation of the Police Duty Manual.	Suspension	20 hours	No	Employee signed a Disciplinary Settlement Agreement to receive a 10 hour suspension.
Parking & Traffic Control Officer	Department of Transportation	Employee was arrested for a DUI, and had their license suspended.	-	-	No	Employee resigned during investigation.
Maintenance Worker II	Department of Transportation	Employee was in a position whose minimum qualifications required incumbents to maintain a Class A/B license, and had their Class A/B license suspended due to driving under the influence.	Dismissal	-	-	EE signed a disciplinary settlement agreement to receive a Letter of Reprimand and abide by other requirements of the agreement.
Police Officer	Police Department	Employee did not maintain proper control of an individual in custody, in violation of the Police Duty Manual.	Suspension	20 Hours	No	Employee signed a Disciplinary Settlement Agreement to receive a Letter of Reprimand.
Police Property Specialist I	Police Department	Employee had numerous unauthorized absences.	Dismissal	-	-	EE voluntarily resigned prior to issuance of Notice of Discipline.