

**MINUTES OF THE REGULAR MEETING  
OF THE CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
NOVEMBER 20, 1984**

The regular meeting of the City of Sacramento Civil Service Board was called to order by President Jonathan Mayhew in Conference Room 103, Department of Personnel, 801 - 9th Street, Sacramento, CA at 1:30 p.m.

**MEMBERS PRESENT:**      **Mr. White**  
   **Ms. Mabbutt**  
   **Ms. Harris**  
   **Mr. Mayhew**

**MEMBER ABSENT:**      **Mr. Russell**

**MINUTES OF THE REGULAR MEETING OF NOVEMBER 6, 1984**

A motion was made to approve the minutes of the regular meeting of November 6, 1984.

Motion:                      Ms. Mabbutt  
Second:                      Mr. White

The motion was approved by unanimous roll call vote.

**REPORTS OF DIRECTOR OF PERSONNEL**

Ms. Donna Giles informed the Board that the proposed decision has been received from the Office of Administrative Hearings on the Daniel Sherrets case. Ms. Giles noted that according to Civil Service procedures the Board should hear the proposed decision at the next scheduled meeting of the Board which is December 4, 1984. This meeting has been scheduled for the Parking Lot employee hearings. The Board instructed staff to set the proposed decision in the Daniel Sherrets case for the December 18, 1984 meeting.

**REQUEST FOR VOLUNTARY DEMOTION - KAREN G. SHIPLEY**

A motion was made to approve the request of Karen G. Shipley for a voluntary demotion from Claims Collector to Accounting Technician.

Motion:                      Mr. White  
Second:                      Ms. Harris

The motion was approved by unanimous roll call vote.

Mr. Russell entered the meeting at 1:35 p.m.

**ADOPTION OF FINDINGS OF FACT ON THE USE OF SELECTIVE CERTIFICATION  
(SPECIAL QUALIFICATIONS) FOR A COMMUNITY SERVICE REPRESENTATIVE IN  
THE POLICE DEPARTMENT**

A motion was made that we adopt the Findings of Fact, Conclusions of Law and Decision after Hearing with the one change on Page 3, Item 4, deleting better and substituting effectively.

Motion: Ms. Harris  
Second: Ms. Mabbutt

The motion was approved by unanimous roll call vote.

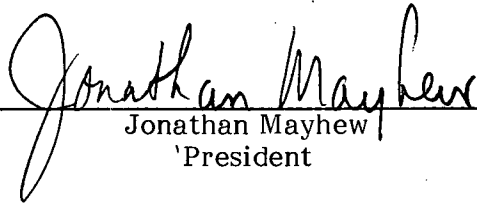
**EXAMINATIONS ANNOUNCED**

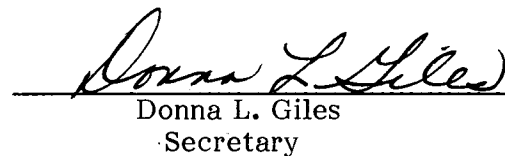
Information item only.

**ELIGIBLE LISTS ESTABLISHED**

Information item only.

There was no further business, President Mayhew declared the meeting adjourned at 1:48 p.m.

  
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Jonathan Mayhew  
President

  
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Donna L. Giles  
Secretary