

Sacramento, California,  
April 8, 1929.  
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The Civil Service Board of the City of Sacramento met in special session on the above date at 8:00 o'clock P.M. in the office of the Board, Room 106 City Hall, President Chenu presiding.

PRESENT: Commissioners Mason, Weisman, and Chenu.  
ABSENT: None.

The minutes of the special meeting of March 12th were read and approved as corrected.

Mr. J. Herman appeared before the Board in his own behalf with a request for reinstatement in the city employ. The records of this department show that Mr. Herman was last employed by the City of Sacramento October 25, 1923. Mr. Herman presented an affidavit, to which he had sworn, presumably setting forth the dates of his employment with the city. The dates enumerated by Mr. Herman in this affidavit did not correspond in many instances with the records of this office. Upon motion by Commissioner Mason, seconded by Commissioner Weisman, and un-animously carried, Mr. Herman's application for reinstatement was laid over and the Secretary was instructed to bring in the complete record of his employment.

Mr. L. Laughlin presented communication addressed to this Board again requesting review of his examination papers for electrical operator. Mr. Laughlin also appeared before the Board in his own behalf. After some discussion, the matter was laid over until the next meeting. The Secretary was instructed to bring in the efficiency record of Mr. Laughlin and also to request the presence of Mr. R. C. Oakley at the next meeting in connection with this matter.

The Secretary reported that he had been unable to have Mr. A. G. Crell appear at this meeting since Mr. Crell was out of town on

this date. The Board directed the Secretary to communicate with Mr. Crell by mail requesting him to appear April 22nd and explain his letter to the City Council dated February 8, 1929, relative to preferential rights granted ex-service men in the examination for laborer conducted by this Board on October 26, 1928.

Request was presented from Frances Seeber, Stenographer in the City Attorney's office, for a leave of absence for one year. Upon motion by Commissioner Weisman, seconded by Commissioner Mason, and unanimously carried, request was granted; leave to be effective May 1, 1929 to May 1, 1930.

Order of Probation in the matter of the People of the State of California versus George Baccillia was received and placed on file.

Communication from F. N. Evans, Superintendent of the Park Department, relative to the experience of Mr. J. Enz was received and placed on file.

Communication was received from Wm. M. Rablin asking the Board to consider his service from June 1, 1919, until October 1, 1919, be added to his more recent service which dates from November 26, 1927. Inasmuch as Mr. Rablin was not employed one year continuously prior to June 1, 1928, the Board instructed the Secretary to notify Mr. Rablin that it was unfortunate, but the rules could not be violated.

With reference to the several examinations recently conducted by this Board, Mr. Dunbar explained at some length that tests purchased from the Bureau of Public Personnel had been revised in some instances by this office to make them practical. He also explained that he had delayed correcting the papers in some cases pending a discussion of the matter with the Board. Mr. Dunbar pointed out to the members the fact that some of these tests were still in the research stage. Since we do not have available a staff to make a study of this matter, it was the sense of the Board that we proceed to correct all

of our tests on the percentage basis, the method heretofore followed. The Board then proceeded to review examination papers for the following examinations: Cooks, Machinists, and Truck Drivers. In this connection, the following weighted scores were agreed upon:

Cooks examination--the total weighted score divided by two times one equals the percent.  
 Personal Fitness test--equals the percentage of proficiency times one.  
 Final percent--equals the sum of the above divided by two.

Machinists examination--the total weighted score plus twenty divided by four, times one. ✓  
 Personal Fitness test--equals the percent of proficiency times one.  
 Final percent--equals the total of the above divided by two.

Truck Drivers examination--the total weighted score times one equals the percent.  
 Personal Fitness test--equals the percentage of proficiency times one.  
 Final percent--total of the above divided by two.

After reviewing the above examination papers, the Board opened the envelopes and established the identification of candidates.

The Board adjourned at 11:40 o'clock P.M. to meet in adjourned session at 7:00 o'clock P.M. April 9, 1929.

*W. Hoover*

S e c r e t a r y .

APPROVED:

*Chas. J. Schenck*

P r e s i d e n t .