

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
Regular Meeting

August 20, 1958

The Civil Service Board met in regular session at 5:30 P.M.

PRESENT: Commissioners Alexander, Deise and Wright

ABSENT : None

Minutes of the previous meeting were approved as read.

NEW EXAMINATIONS SCHEDULED

Announcement Notices for the following examinations were approved:

No. 552 Electrician Helper  
" 553 Telephone Operator  
" 554 Office Supervisor (Promotional)

PATROLMAN EXAMINATION #541  
Eligible Register

Scores of Written Test, Mile Run, Physical Agility Test and Personal Interviews of candidates for

Patrolman Examination No. 541 held July 26, 1958, were reviewed.

Minimum qualifying score of 65 of a possible 100 in the Written Test was approved. Minimum qualifying scores of 70% in the Mile Run, Physical Agility Test and Personal Interviews were approved.

Qualifications Appraisal Board was composed of Bruce Guthrie, Police Captain, and Board Members Kenneth Wright and Leroy Deise.

The following eligible register was established to become effective August 29, 1958:

PATROLMAN ELIGIBLE REGISTER NO. 541

#1.	Blake H. Koller	92.72%
#2.	Jay F. Richeson	91.80
#3.	William R. Ridgeway	89.96
#4.	Charles M. Asbury	89.67
#5.	James R. Waters	89.42
#6.	Don W. Seutz	88.66
#7.	Glynn G. Allen	87.64
#8.	Norman R. Nordyke	87.25
#9.	Donald L. Farnsworth	87.05

PATROLMAN ELIGIBLE REGISTER NO. 541 (Cont'd.)

#10.	Robert C. Jacobs	87.01%
#11.	John N. Forsyth, Jr.	86.48
#12.	Blynn B. Wilcox	86.00
#13.	Gerard T. Lynch	85.83
#14.	Bruce C. Friedberg	85.70
#15.	Gilbert Y. Baker, Jr.	85.13
16.	Robert M. Ferry	78.52

(#Indicates applicant received 10 points Veterans' Credit.)

MEDICAL REPORTS - PATROLMAN EX.#541

Medical report of City Physician,  
H. R. Johnson, rejecting candidate  
Joseph E. Snyder in Patrolman Exam-

ination No. 541 because of being 3/4" below the minimum height required, was approved.

Medical reports of candidates Robert M. Ferry, who was over the maximum weight allowed, and Bruce Friedberg; who was 1/4" below the maximum height, were accepted conditionally, to be re-examined at time of appointment, at which time it will be necessary for them to meet the minimum physical requirements or be disqualified.

REQUEST - DONALD FRANKE  
Physical Agility Test  
Patrolman Ex. #541

Request of Donald A. Franke,  
candidate in Patrolman Examination  
No. 541 for permission to retake

the Chinup event in the Physical Agility Test, was considered. The Secretary advised that because of Mr. Franke's failure to perform any Chin-ups, he did not attain the necessary 70% rating in the Physical Agility Test.

Motion made by Kenneth Wright that the request be denied. Seconded by Mr. Alexander and unanimously carried.

STORES CLERK EX. #544  
Eligible Register

Written Test scores of Stores Clerk  
Examination No. 544 held July 18,  
1958, were reviewed.

Minimum qualifying score of 107 of a possible 153 was approved; Personal

Interviews eliminated and the following eligible register established, to become effective July 31, 1958:

STORES CLERK ELIGIBLE REGISTER NO. 544

#1.	Donald Jenks	94.35%
#2.	William F. Wymore	93.69
#3.	Vincent Lera	91.74
#4.	Thurman H. Porter	91.09
#5.	Ellis L. Howard	90.43
#6.	Ronald J. Cascio	89.13
#7.	George S. Kurimoto	89.13
#8.	Theodore D. Eversult	88.48
#9.	George M. Takanikos	88.48
#10.	Tom O. Moore	87.17
#11.	Richard S. Rodriguez	85.22
#12.	Manuel J. Palermo	83.26
#13.	James R. Cline	83.26
#14.	Adlert Robinson	83.26
#15.	William J. Struck	82.61
16.	Leonard Flannigan	82.39
#17.	John E. Moran	80.00
18.	Leslie M. Foster	79.78
19.	Robert H. Pratt	78.48
20.	Robert E. Jacob	78.48
21.	Edwin B. Eastman	75.87
22.	Martin Mudrow	75.87
23.	Joseph A. Bevel	75.22
24.	Henry M. Nakatomi	72.61
25.	Warren K. Bradley	71.30

(#Indicates applicant received 10 points Veterans' Credit.)

AIRPORT ATTENDANT EX. #547  
Eligible Register

Written Test scores of Airport

Attendant Examination No. 547

held July 24, 1958, were reviewed.

Minimum qualifying score of 30 of a possible 60, was approved; Personal Interviews eliminated and the following Eligible Register established, to become effective August 4, 1958:

AIRPORT ATTENDANT ELIGIBLE REGISTER NO. 547

#1.	Grant J. Shope'	90.00%
#2.	Gary F. Richardson	89.00
#3.	Charles E. Fivash	88.00
#4.	William F. Wymore	88.00
#5.	Keith W. Brownfield	88.00
#6.	Edward A. Conner	86.00
#7.	James E. Ledford	86.00

AIRPORT ATTENDANT ELIGIBLE REGISTER NO. 547 (Cont'd.)

8.	George D. Fator	84.00%
9.	Robert W. Coy	84.00
#10.	Ted E. Hepworth	83.00
#11.	Harold G. Haselhuhn	83.00
#12.	Richard S. Rodriguez	82.00
13.	Robert E. Jacob	81.00
14.	Richard Brown	70.00

(#Indicates applicant received 10 points Veterans' Credit.)

ASSISTANT REAL PROPERTY APPRAISER  
Examination #543  
Qualifying Score

Written Test scores of Assistant

Real Property Appraiser Examina-

tion No. 543 held August 9, 1958,

in conjunction with a County of Sacramento Examination for a similar class, were reviewed.

Motion made by Mr. Wright that the minimum qualifying score be set at 99 of a possible 165 qualifying eight applicants, and authorizing the Secretary to set date for Personal Interviews. Seconded by Mr. Alexander and unanimously carried.

CUSTODIAN I EX. #548  
Eligible Register

Written Test scores of Custodian I

Examination No. 548 held August

14, 1958, were reviewed.

Minimum qualifying score of 60 of a possible 100 was approved and the following Eligible Register established to become effective August 30, 1958:

CUSTODIAN I ELIGIBLE REGISTER NO. 548

#1.	Thomas A. Reshke	97.25%
#2.	Frank S. Quinn	95.75
#3.	Edgar J. Peterson	94.25
#4.	Richard S. Rodriguez	93.50
#5.	Irven L. Bettag	88.25
#6.	Jose R. Urioste	86.75
7.	George D. Fator	85.75
#8.	John J. Dutra	85.25
#9.	Joseph P. Cavalli	84.50
#10.	Johnnie Coleman	83.00
11.	James B. Stephens	82.75
12.	John E. Erickson	82.75
#13.	Aurelio Reveles	82.75

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CUSTODIAN I ELIGIBLE REGISTER NO. 548 (Cont'd.)

#14.	Steve S. Esparza	81.50%
15.	Hugh Branscom	81.25
#16.	James W. Keith	80.75
#17.	James M. Speaks	80.00
18.	Lee Roy V. Clapper	74.50
19.	Alfred S. Hawke	74.50
20.	Henry Brock	74.50
21.	James H. Grady	73.75
22.	John W. Faria	73.75
23.	Charles J. Cassady	73.00
24.	Kenneth F. Sanchez	72.25
25.	James C. Thompson	70.75
26.	Marcelino F. Avis	70.75
27.	Jesse D. Johnson	70.75
28.	Elvis Feil	70.00

(#Indicates applicant received 10 points Veterans' Credit.)

CUSTODIAN II EX. 549 (Promotional)  
Eligible Register

Written Test scores of Custodian II (Promotional) Examination No. 549 held August 14, 1958,

were reviewed.

Minimum qualifying score of 87 of a possible 145 was approved; Personal Interviews eliminated and the following Eligible Register established to become effective August 30, 1958:

CUSTODIAN II (PROMOTIONAL) ELIGIBLE REGISTER No. 549

1.	Peter Sardelich	81.93%
2.	Bentura Telles	72.93
3.	James Thompson	72.63
4.	Henry Brown	71.42
5.	Benjamin Pine	71.03

CUSTODIAN III EX. #550 (Promotional) Written Test scores of Custodian III Examination No. 550

(Promotional) held August 14,

1958, were reviewed.

Minimum qualifying score of 105 of a possible 175 was approved; Personal Interviews eliminated and the following Eligible Register established to become effective August 30, 1958:

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CUSTODIAN III (PROMOTIONAL) ELIGIBLE REGISTER NO. 550

1.	Earl E. Pinneo	82.46%
2.	William Beall	80.31
3.	Peter Sardelich	78.53
4.	Bentura Telles	73.47

PLUMBERS' UNION LOCAL #447

Communication from Wm. M. Francis,  
Business Manager of Plumbers'  
Union Local #447 dated July 25,

1958, requesting another opportunity to appear before the Board in connection with a previous request for salary adjustments for the classes of Serviceman and Serviceman Helper, was read and considered.

Motion made by Mr. Alexander that the matter be held over to the first regular meeting in October; seconded by Mr. Wright and unanimously carried.

RULING OF CITY ATTORNEY  
Library Classification Survey

Communication from City Attorney  
Everett Glenn dated July 30,  
1958, advising the Board relative

to the procedure to be followed in connection with the request by the City Librarian Grace Dean, for a survey of the Library's classification plan, was read.

Recommendation of the City Attorney was as follows:

"Whether such a survey is necessary or advisable, is a policy matter for administrative determination by the City. In my opinion, the Board has no authority to order such a survey and this request should be referred to the City Manager."

It was thereupon moved by Mr. Alexander that said request from the City Librarian be referred to the City Manager's Office for appropriate action. Seconded by Mr. Wright and unanimously carried.

OFFICE SUPERVISOR EX. #544 (Promotional)

Due to the necessity for immediately establishing an Eligible Register for Office Supervisor in order to

fill a vacancy on September 1, 1958, the Secretary was authorized to establish

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the minimum qualifying score on the Written Test to be held August 21, 1958, and to make arrangements for Personal Interviews if deemed necessary.

COMMUNICATION TO CITY COUNCIL  
BY KENNETH WRIGHT, CIVIL SERVICE  
BOARD MEMBER

Upon motion by Mr. Alexander,  
seconded by Mr. Wright and  
unanimously carried, the fol-

lowing letter written to the City Council by Board Member Wright was read and ordered to be placed in the Civil Service Minutes in its entirety:

"August 18, 1958

Honorable City Council  
City of Sacramento  
Sacramento, California

Gentlemen:

Both the Sacramento daily papers for last Friday, August 15th, carried stories concerning the City Council's intent to submit a charter amendment to the voters relative to enlarging the membership of the Civil Service Board. There was included in the aforementioned stories certain statements attributed to councilmen as to why they felt it necessary to enlarge the board. The conflicting nature of the statements and subject matter of the statements cause me, as a member of the commission to direct this letter to the attention of you gentlemen. Undoubtedly you were misquoted, however on the premise that you were not misquoted, I should like to make a few comments upon the quoted statements in view of the wide spread publicity given to your intention to enlarge the board and the reasons therefor.

As a preface to commenting, on your publicly stated reasons for seeking an enlargement of the board, I would like to state that in my opinion, as a member of the Civil Service Board, it would appear that an enlargement of the board would have some advantages in this, from a standpoint of procedure in the seconding of motions on controversial issues, and in view of the increase in civil service employees, the greater number of oral examinations, the added recruitment responsibilities and possible large scale annexations and the resulting problems, it would logically appear that an enlarged Civil Service Board might well benefit city employees, the citizens and the city administration.

As a member of the Civil Service Board I am not attempting herein to advise the City Council how they should conduct their business, when we citizens elected you we gave you the right to act with full authority as city councilmen. In writing this letter I do so only in view of the possible reflection tantamount in the quoted statements hereinabove mentioned. In particular I refer to:

1. "two of the three members had a problem between them and they found the board wasn't able to conduct its business."

The writer has served over six years on the Civil Service Board and I do not have any recollection of a situation developing where a problem between two of the members prevented the Board from conducting its business. To make certain that my memory is not wrong I have had the minutes of the Board checked for this period and do not find any such situation ever recorded.

2. "two of the board members could not agree"

As to this statement you are right. However, it is my belief that agreeing one hundred percent of the time on every matter is not a true criterion and should not be used as a measuring device to test the service of a member of the Civil Service Board. Even those present members of the Supreme Court do not agree on every matter that comes before them, nor have all the past Supreme Courts. For that matter the City Council does not agree on every matter before it.

Again it is my personal opinion, but I feel that a board which agreed on every matter would be a board that you should fear, because that board is either not working or it is "rigged." When reasonable members of a council, legislature or civil service commission do not agree on every issue, the people, the state and the civil service employees benefit. Disagreement is, if not overdone, the very tool that allows America and in particular the United States to grow and expand and to continue to be a better place in which to live.

Gentlemen, I write this letter not to belabor an issue nor to try and tell you your business, but because I am a member of a city commission that has been given bad publicity as a result of press stories which I personally feel are unfair. And if I just sat and held my tongue I would not be exercising my fundamental right of free speech. I would conclude with this personal promise, if my services are such that the business of the civil service board is not satisfactory and if the business of the board is not being carried out by the present members of the board ...ASK FOR MY RESIGNATION AND I WILL GIVE IT TO YOU. I speak only for myself and not the other members of this commission who may feel differently or the same.

Sincerely yours

(Signed) KENNETH WRIGHT

cc:

Councilman James B. McKinney



CITY CHARTER PROVISIONS  
Oaths and Affidavits

The Secretary advised that  
 Section 42a of the City Charter  
 reads as follows:

"The Secretary of the Civil Service Board and such other employees in the Civil Service Office authorized by the Board by order duly entered in the minutes, shall have the power and authority to take affidavits and administer oaths in all matters relating to civil service."

Upon motion properly seconded and passed, the following employees of the Civil Service Office were so authorized to take affidavits and administer oaths in matters relating to civil service:

Rodney McWilliam, Assistant Personnel Officer  
 Earl R. Simons, Personnel Technician II  
 Donald Sandman, Personnel Technician I  
 Birdie Nathan, Stenographer-Clerk I  
 Bertha Bleuel, Clerk III  
 Alice Myose, Clerk I  
 Lillian Lack, Investigating Nurse

SICK LEAVE REPORTS  
 June and July 1958

Sick Leave Reports for the months  
 of June and July 1958 showing  
 the number of days used on sick

leave and number of days on special leave was read and ordered filed.

The Secretary advised that a special article dealing with the increase in sick leave usage for the fiscal year 1957-58 had been written for publication in the monthly City Employees' Magazine - copies of which would be forwarded to the members of the Civil Service Board.

SALARY SURVEY

Preliminary data on salaries  
 paid by 15 California cities  
 in addition to the State of

California, Municipal Utility District and County of Sacramento for 26 key classes was presented to the Board by the Secretary in compliance with resolution adopted at the Special Meeting held July 30, 1958.

The Secretary was instructed to prepare a tabulation of this salary data

for the Board members at the earliest possible date.

WORK PERMITS FILED

The following work permits approved by department heads in accordance with Civil Service policy were filed:

<u>Name</u>	<u>Class</u>	<u>Type Work</u>	<u>Approved by</u>
Jack S. Duke	Rec. Director	Casual Musician	R. Renfree
Jesse Webster	Laborer	Misc. Labor	R. Renfree
Maurice Guzman	Laborer	Casual Musician	R. Renfree
B. H. Brinson	W.R. Foreman	Bartender	Jack Cronan
Ed Michel	Tree Supervisor	Gardening	R. Renfree
Camele D. Ball	Gardener	Gardener	R. Renfree

All of above in conformity with Civil Service policy, not to exceed 8 hours per week.

Ed Conley	Sup. Acct. Clerk	Ticket Taker	Ray Jones
Frank Lazzari	Laborer	Ticket Taker	R. Renfree
E. A. Lassner	Ch. Plant Opr.	Stage Hand	Ray Jones
Chas. Gatejen	Asst. Supt.	Flower Show Judge	R. Renfree
D. Tornatore	Truck Driver	Supervisor	J. Cronan
M. Elaine Crowley	Rec. Director	Musician	R. Renfree

All of above for work at State Fair for 12 days while on vacation from city, in conformity with Civil Service Board policy.

REMOVAL OF NAMES FROM ELIGIBLE REGISTERS

The following names of eligibles were ordered removed from the Eligible Registers below outlined

for reasons stated:

Custodian I #508	Charles Bentzen	3rd certification
	Milton Gamble	3rd certification
	Ray Sheppard	No reply to certif.
	Loy Hood	Discharged
	Thomas Schmidt	Discharged
	Thomas Lytle	3rd certification
Clerk I #525	Marlene Gaston	No reply to certif.
Power Mower Opr. #534	Andrew Jackson	No Operator's License
Airport Attendant #515	Stanley Wolfe	3rd certification
	Kenneth O'Dell	No reply to certif.
	Charles West	By request
Stenographer-Clerk I #504	Millie Turcotte	No reply to certif.
	Winona Knierim	No reply to certif.
	Genevieve Davison	No reply to certif.

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Plant Operator I #484	Marven Reed Arthur Tunak	No reply to certif. No reply to certif.
Parking Meter Checker #493	Lois McMakin	No reply to certif.
Fingerprint Technician #519	Robert L. Peet Sheldon Boland James Conley	No reply to certif. No reply to certif. No reply to certif.
Patrolman #513	Clifford Rickman	No reply to certif.
Clerk II #526	Richard Humphrey	No reply to certif.

DEPARTMENTAL REPORTS  
APPROVAL OF

After review and agreement, it was  
the order of the Board that the  
following Departmental Reports be

approved:

Temporary Appointments

<u>Name</u>	<u>Classification</u>	<u>Department</u>
Avis, Marcelino F.	Custodian I	Recreation
Branscom, Hugh	Custodian I	Recreation
Card, Ernest	Recreation Leader	Recreation
Gale, Alonzo B.	Car Dispatcher	Transportation
Handsaker, Betty	Library Page (P.T.)	City Library
McDowell, Alfred	Refuse Truck Driver	Waste Removal
Schinkel, Charles R.	Car Dispatcher	Transportation
Talbot, Elmo	Custodian I	Hall of Justice
Tilden, Nancy R.	Recreation Leader	Recreation
Tinney, Lawrence A.	Refuse Collector	Waste Removal
Walsh, William	Parking Lot Attendant	Traffic

Exempt Appointments

Beginisich, Robert	Labor Foreman I	Traffic
Ickes, Jack	Water & Sewer Superv.	Water
Kipp, Larry	Labor Foreman I	Traffic
McDonagh, Michael	Supt. of Golf Courses	Recreation

Probationary Appointments

Cazanis, John T.	Custodian I	Hall of Justice
Edgar, Mark Lou	Recreation Director	Recreation
Glass, James	Plant Operator I	Water
Hribar, Ruth	Clerk II	Police
Lenoir, Philip	Handyman	Traffic
Perez, Jesse	Custodian I	Airport
Wedge, Barbara J.	Clerk I	Police
Wilkins, James	Refuse Collector	Waste Removal
Zaro, Andrew J.	St. Const. Inspector	City Engineer

Limited Term Appointments

<u>Name</u>	<u>Classification</u>	<u>Department</u>
Clark, Willie J.	Laborer	Park
Collard, William	St. Construction Worker	St. Maintenance
Connelly, Thomas	St. Construction Worker	St. Maintenance
Costa, Manuel J.	Laborer	Park
Drawbaugh, Galen F.	Laborer	Recreation
Dunlap, Charles A.	Laborer	Park
Garbarino, Joe H.	Laborer	Park
Hernandez, Apolinar V.	Truck Driver	St. Cleaning
Keifer, Donald	St. Construction Worker	St. Maintenance
Lazzari, Eleanor	Stenographer-Clerk I	Civil Defense
Mueller, Gary	Laborer	Water
Nebel, Leo C.	Truck Driver	St. Cleaning
Nevarez, Anthony R.	Laborer	Park
Puisis, Sara	Clerk I	Pros. Attorney
Robinson, Huey	Laborer	St. Cleaning
Rodda, Kathryn	Clerk I	Controller
Thurn, George	St. Construction Worker	St. Maintenance
Wilfley, Lawrence	Laborer	Park
Wrenn, Leonard	Truck Driver	St. Cleaning

Reinstatement

Sullivan, Joshua	Refuse Collector	Waste Removal
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Military Reserve Training

Baker, Robert F.	- Military Reserve Training 7/20 to 8/4/58	Fireman
Binion, Reynolds	- Military Reserve Training 7/17 to 7/31/58	Laborer
Harper, Lester	- Military Reserve Training 7/25 to 8/11/58	Patrolman
Link, Robert E.	- Military Reserve Training 7/27 to 8/11/58	Patrolman
Jennings, J. C.	- Military Reserve Training 7/14 to 8/4/58	Asst. City Engineer
McKnight, Eugene E.	- Military Reserve Training 7/26 to 8/11/58	Patrolman
Merrill, Edward	- Military Reserve Training 7/18 to 8/5/58	Fireman
Olwell, Robert N.	- Military Reserve Training 7/27 to 8/11/58	Patrolman
Petralli, Manuel S.	- Military Reserve Training 7/19 to 8/3/58	Fire Captain
Silva, Joseph W.	- Military Reserve Training 7/27 to 8/10/58	Police Sergeant
Stevens, Dudley F.	- Military Reserve Training 7/21 to 8/4/58	Traffic Engineer

There being no further business, the Board adjourned at 7 P.M. to meet again at the Call of the Chair.

*Adney William*  
Secretary

APPROVED:

*Leroy Edaise*  
President