

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
REGULAR MEETING      DECEMBER 21, 1976

The regular meeting of the Civil Service Board was called to order by President Jimmie Yee at 1:30 p.m. in the Personnel Department Conference Room, 801 Ninth Street.

Present: Oreitha Eggleston-Hausey, Alba Kuchman, Wilfred Street, Ronald Wright, Jimmie Yee.

Absent: None.

AMENDMENT TO CLASSIFICATION PLAN

Proposed New Classification - first reading

Maintenance Worker (Mobile)

A proposal to create a new classification of Maintenance Worker (Mobile), together with the job specification, was submitted. Employees in this class would perform a combination of tasks found at various Maintenance Worker levels. They are to rotate between the Recreation and Parks Department (February through September) and the Engineering Department (October through January).

Assistant City Engineer John Varozza described in detail the duties of the proposed Maintenance Worker (Mobile) class. Mr. Varozza reported that weekly meetings have been, and still are being, held concerning the consolidation of the Waste Removal/Street Cleaning functions; that the creation of the Maintenance Worker (Mobile) class would be another avenue to complete the consolidation without laying off affected City employees.

Senior Management Analyst Bill Redmond and Assistant Parks Superintendent Johnnie Bramble were also present to answer questions of the Board.

Objection was raised regarding the proposed new classification by Mr. Wesley Keyson on behalf of Mr. Phillip Cunningham of Stationary Engineers, Local 39; however, the specific area of the objection was not identified.

Mr. Don Fausset, Assistant Personnel Director/Employee Relations, indicated that it was his understanding that Local 39's major objection was the proposed salary. Mr. Fausset indicated that further meetings with Local 39 would be held and that a report would be made at the next meeting.

MINUTES OF REGULAR MEETING, DECEMBER 7, 1976:      Approved as submitted.

REPORTS OF DIRECTOR OF PERSONNEL

Employee Development Programs (Transitioning)

Mr. Danielson informed the Board that four positions had been filled through transitioning (Rule 11.13) of employees who had successfully completed

the required training under the Employee Development Programs, as follows:

<u>Employee and Title</u>	<u>Special Manpower Program</u>	<u>Career Position</u>
Glenn YPONCE Buyer Trainee	Comprehensive Employment and Training Act. (CETA)	Buyer Trainee
John Overton Construction Inspec- tion Aide	CETA	Construction Inspector I
Dinah Wilson Zoo Attendant	CETA	Zoo Attendant
Dexter Fong Special Facility Director	CETA	Recreation Super- visor I

Possible Amendment to Civil Service Board Rule 13.3 and Addition of Rule 13.35 re Transfer to a Different Class for Positions Affected by Designated Reduction in Force Programs

A possible amendment to Rule 13.3 which would permit employees to transfer to positions with a higher salary range or rate was submitted. The amendment, if adopted, could accelerate the transfer of employees affected by the Waste Removal/Street Cleaning consolidation. The proposed addition of Rule 13.35 defines the conditions to effect such transfers.

Discussion was held and a report was requested of staff as to (1) how adoption of the proposed rules 13.3 and 13.35 would affect those positions already transferred via the special transfer program; (2) what, under the above proposed rules, would the recommended salary range be when a position is transferred to a higher class; and (3) how a promotional situation versus a candidate on a specific list would be handled (e.g., of two Intermediate Typist-Clerks, one is transferred to a Senior Typist-Clerk position; the other is not transferred under the special transfer program but is on the Senior Typist-Clerk list).

Discussion and decision was deferred to the next meeting.

ELIGIBLE REGISTER ESTABLISHED

<u>Exam.</u>	<u>Class Title</u>	<u>Effective</u>	<u>Expiration</u>
#1488	Equipment Mechanic II (Promotional and Open)	12/9/76	12/8/77

REQUESTS FOR VOLUNTARY DEMOTION AS A RESULT OF THE SPECIAL TRANSFER PROGRAM

Mr. Davis and Mr. Thomas requested voluntary demotion as a result of the special transfer program following the consolidation of the Waste Removal/Street Cleaning functions.

It was moved by Mr. Wright, seconded by Mr. Street, and carried by four-to-one vote (Mrs. Kuchman dissenting) to approve the following voluntary demotions:

Therman J. Davis, Refuse Collector (Truck Driver) to Maintenance Man I, with permanent status, "y-rated" at \$1094 per month (Step "E" of the salary range for Refuse Collector Truck Driver).

Lemmie Thomas, Refuse Collector Truck Driver to Custodian II, with permanent status, "y-rated" at \$1094 per month (Step "E" of the salary range for Refuse Collector Truck Driver).

#### REQUEST FOR LEAVE OF ABSENCE

Patricia Evans, Dispatcher-Clerk

A request for maternity leave of absence from Patricia Evans for the period from January 6, 1977, through April 6, 1977, was received. Her request had the approval of Police Chief Kinney.

Motion was made by Mr. Wright, seconded by Mr. Street, and carried by unanimous vote to approve the leave of absence as requested.

#### REQUEST FOR HEARING TO APPEAL DISCIPLINARY ACTION

a. Wilford J. Fenner, Jr., Maintenance Man Truck Driver

It was moved by Mrs. Kuchman, seconded by Mr. Wright, and carried by unanimous vote to grant the request for hearing by Mr. Fenner to appeal the letter of reprimand dated November 17, 1976.

b. Glen Fugitt, Bookmobile Driver-Clerk

It was moved by Mr. Wright, seconded by Mr. Street, and carried by unanimous vote to grant the request for hearing to appeal the dismissal from City service.

The above two appeals were referred to the State Office of Administrative Hearings.

In an effort to expedite future requests for hearings, the Board requested the secretary to receive advice from the City Attorney regarding the possibility of the secretary, as agent of the Civil Service Board, to promptly grant the requests for hearing and to contact the State Office of Administrative Hearings for an early hearing date.

#### PROPOSED PERSONNEL ADMINISTRATION CHARTER AMENDMENTS

By letter dated December 1, 1976, to the Civil Service Board, Councilman and Charter Amendments Committee Chairman Manuel Ferrales requested the Board to comment on the proposed amendments to Article VII, Personnel Administration, and Article VIII, Personnel Board, of the City Charter.

On December 8, 1976, Civil Service Board President Jimmie Yee, on behalf of the Civil Service Board, submitted a response to the Charter Amendments Committee expressing opposition to the proposed Charter amendments and referenced the comments made by the Board members who attended the Charter Amendments Committee meetings held February 5 and 12, 1976.

City Clerk Jacqui Pappas, by memo dated December 8, 1976, notified the Civil Service Board that the City Council, at its December 7 meeting, requested comments by March 8, 1977, on the proposed Charter amendments pertaining to personnel administration.

Inasmuch as the Board had already responded to the Council Committee and it was not known how the Council will wish to proceed, the Board deferred responding to the City Council's request for comments pending a report back by Mr. Danielson as to how the Board should proceed.

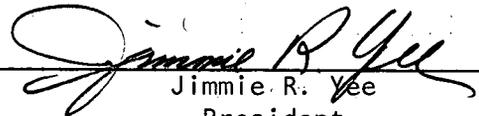
RANDOM SELECTION

#1485 Dispatcher-Clerk

Mrs. Kuchman assisted in the random selection of 80 numbers out of 173 applicants who qualified for Dispatcher-Clerk. Nineteen current City employees meeting the desirable qualifications for Dispatcher-Clerk, together with the 80 randomly selected, will be invited to the next phase of the Dispatcher-Clerk examination.

The meeting adjourned at 2:45 p.m.

  
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William F. Danielson  
Secretary

  
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Jimmie R. Yee  
President