

MINUTES OF THE REGULAR MEETING  
OF THE CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
AUGUST 19, 1980

The regular meeting of the Civil Service Board, City of Sacramento, was called to order by President Street at 1:38 p.m., in the Conference Room, Personnel Department, 801 - 9th Street, Sacramento, California.

Members present: Mrs. Vivian C. Nance  
Mr. Jonathan E. Mayhew  
Mr. Luis J. Campos  
Mr. Wilfred D. Street

Member absent: Mr. Joseph L. Russell

MINUTES OF THE REGULAR MEETING OF AUGUST 5, 1980

Motion was made to approve the minutes of the regular meeting of August 5, 1980 as read.

Motion: Mr. Campos  
Second: Mr. Mayhew

Motion was approved by unanimous roll call vote.

REPORTS OF THE DIRECTOR OF PERSONNEL

Mrs. Donna L. Giles, Director of Personnel, addressed the Board and informed them that this was the last meeting that Mr. David Benjamin, Deputy City Attorney, would attend, as he was leaving to take a position with the City of Walnut Creek.

REQUEST TO TRANSFER TO A HIGHER CLASSIFICATION

<u>Joseph Edwards</u>	Maint. Worker I	-	Park Maint. Worker I				
<u>Henry Garcia</u>	"	"	"	"	"	"	"
<u>John McMahon</u>	"	"	"	"	"	"	"

Motion was made to approve the request to transfer to a higher classification on the part of Joseph Edwards, Henry Garcia, and John McMahon from Maintenance Worker I positions to Park Maintenance Worker I positions.

Motion: Mr. Campos  
Second: Mrs. Nance

Motion was approved by unanimous roll call vote.

ELIGIBLE LISTS ESTABLISHED

#1699 - Tree Maintenance Worker II (promotional)  
#1707-C - Building Inspector I (Electrical)  
#1712 - Sanitation Worker III  
#1729-E - Jr. Stenographer-Clerk  
#1734 - Electrician

August 19, 1980

EXAMINATION TO BE ANNOUNCED

#1771 - Junior Engineer (Mechanical)

Motion was made to approve examination #1771 - Junior Engineer (Mechanical).

Motion: Mr. Campos  
Second: Mr. Mayhew

Motion was approved by unanimous roll call vote.

REVISION OF POLICE OFFICER CLASS SPECIFICATION - 2nd Reading

Motion was made to approve the revision of the Police Officer class specification.

Motion: Mr. Mayhew  
Second: Mr. Campos

Motion was approved by unanimous roll call vote.

APPEALS OF POLICE SERGEANTS EXAMINATION (continued)

Mr. Mel Coben, attorney representing the appellants, addressed the Board and referred to his request made at the previous Civil Service Board meeting to extend the current Police Sergeants eligible list which is due to expire in March 1981, citing the December date of the appeal hearing, the possible date the Administrative Law Judge's decision would be returned to the Board for action, and the possibility that this action could happen after the expiration date of the list.

President Street referred to a memo to the Civil Service Board from Personnel Department staff recommending that this request be denied at this time.

Mrs. Nance questioned what would be an appropriate time to consider extending an eligible list, and Ms. Susan Davidson informed her that normally 4 - 8 weeks prior to the date of the expiration of the eligible list was the time this was considered.

There was some discussion on this matter.

Motion was made by Mrs. Nance that the request be denied and the eligible list not be extended at this time.

Motion died through lack of a second.

August 19, 1980

Motion was made by Mr. Mayhew to grant the request and extend the eligible list.

Motion died through lack of a second.

There was more discussion on this matter.

Mr. Joseph Russell entered the meeting at 2:06 p.m.

Motion was made by Mr. Mayhew to grant the request and extend the eligible list until June 3, 1981.

Motion died through lack of a second.

Mr. Benjamin addressed the Board and referred to Civil Service Rule 5.4 which states "The life of other eligible lists shall be no longer than one (1) year from the date established or from the candidate's placement on the list, unless extended by the Director of Personnel/Secretary to the Board subject to the approval of the Civil Service Board." Mr. Benjamin questioned the jurisdiction of the Board in trying to grant an extension which is the authority of the Director of Personnel.

Motion was made that discussion on the area of jurisdiction for extension of an eligible list be placed on the agenda of the next regular Civil Service Board meeting to be held on September 3, 1980.

Motion: Mr. Campos  
Second: Mr. Mayhew

Motion was approved by the following roll call vote:

Ayes: Mr. Mayhew  
Mrs. Nance  
Mr. Campos  
Mr. Street

Abstain: Mr. Russell

The Board requested that the City Attorney's Office review this matter and report back to the Board with a legal opinion as to the Board's jurisdiction on this issue.

Mr. David Benjamin addressed the Board and referred to a letter he had passed out at the beginning of the meeting which outlined the recommended procedures for the Administrative Law Judge for the hearing of the Police Sergeants' examination scheduled for December 8 - 12, 1980.

There was some discussion on the Civil Service Rule 4.9 and the grounds on which an appeal could be based, particularly the scope of appeal under Rule 4.9(b).

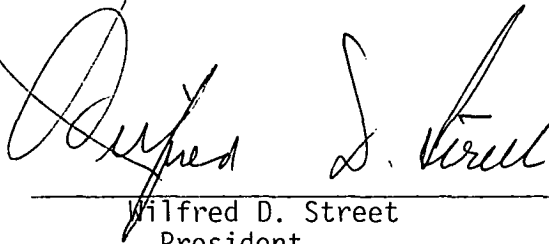
August 19, 1980

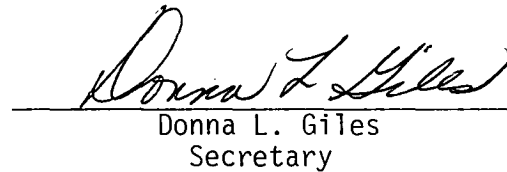
Motion was made that discussion of the procedural guidelines to be recommended to the Administrative Law Judge on the scheduled hearing of the Police Sergeants' Appeals be continued to the next regular meeting of the Civil Service Board.

Motion: Mr. Russell  
Second: Mr. Mayhew

Motion was approved by unanimous roll call vote.

There being no further business, President Street declared the meeting adjourned at 2:40 p.m.

  
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Wilfred D. Street  
President

  
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Donna L. Giles  
Secretary