

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
REGULAR MEETING FEBRUARY 15, 1977

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

Present: Donna Giles, Alba Kuchman, Wilfred Street, Ronald Wright, Jimmie Yee.

Absent: None.

MINUTES OF REGULAR MEETING, FEBRUARY 1, 1977: Approved as submitted.

REPORTS OF DIRECTOR OF PERSONNEL

LEAVES OF ABSENCE GRANTED

| | <u>Employee</u> | <u>Reason</u> | <u>Period</u> |
|----|-----------------------------------|---------------|---|
| a. | George B. Hodgson, Police Officer | Medical | 2/21/77 - 8/26/77 |
| b. | Albert V. Stratton, Fire Captain | Medical | 12/18/76 - 3/18/77 (first extension) |
| c. | Michael T. Masier, Firefighter | Medical | 1/20/77 - 4/20/77 (third extension) |

PROPOSED REVISED SPECIFICATIONS AND EXAMINATION ANNOUNCEMENTS FOR FIRE PREVENTION INSPECTOR I AND II

At the request of Fire Chief William Powell, these two items were deferred to the meeting of March 1, 1977.

EXAMINATION ANNOUNCED

#1536 Chief Telephone Operator (Open and Promotional)

Mrs. Giles moved to approve the examination announcement; Mrs. Kuchman seconded the motion which carried by unanimous vote.

REPORT ON SPECIAL TRANSFER PROGRAM

At a previous meeting, the Board requested information concerning the notification process of vacancies which become available for the Special Transfer Program. A report dated February 10, 1977, from Senior Personnel Analyst Verna Banks indicated that as of February 1, 1977, the Special Transfer Program had ended. The report detailed the step-by-step notification procedure which was used to notify employees of positions available for transfer purpose.

Except for one special transfer for consideration at this meeting and possibly one other which had already been initiated, there will be no other special transfers.

VOLUNTARY DEMOTION AS A RESULT OF SPECIAL TRANSFER PROGRAM

Freddie Jackson, Refuse Collector to Maintenance Man I

Mr. Jackson 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. Street, seconded by Mrs. Giles, and carried by four-to-one vote (Mrs. Kuchman dissenting) to approve the voluntary demotion as follows:

Freddie Jackson, from Refuse Collector to Maintenance Man I, with permanent status, "y-rated" at \$1009 per month (Step "E" of the salary range for Refuse Collector).

RECOMMENDATION OF ADMINISTRATIVE LAW JUDGE RE APPEAL OF:

a. Chester Buckner, Maintenance Man I, Parks Services

The Determination of Issues and the Order contained in the Administrative Law Judge's proposed decision in the matter of the appeal of Chester Buckner were read by President Ronald Wright.

It was moved by Mrs. Kuchman that the Board accept the Administrative Law Judge's recommendation. Mrs. Giles seconded the motion which carried by unanimous vote.

b. John L. Smith, Refuse Collector (Truck Driver)

The Determination of Issues and the Order contained in the Administrative Law Judge's proposed decision in the matter of the appeal of John L. Smith (Truck Driver) were read by President Wright.

It was moved by Mrs. Kuchman that the Board accept the Administrative Law Judge's recommendation. Mr. Yee seconded the motion which carried by unanimous vote.

c. Willie J. Davis, Refuse Collector

The Determination of Issues and the Order contained in the Administrative Law Judge's proposed decision in the matter of the appeal of Willie J. Davis were read by President Wright.

It was moved by Mrs. Giles that the Board accept the Administrative Law Judge's recommendation. Mr. Yee seconded the motion which carried by unanimous vote.

The regular meeting adjourned at 1:50 p.m.

William F. Danielson

William F. Danielson
Secretary

Ronald H. Wright

Ronald H. Wright
President

HEARING TO APPEAL DECISION OF FIRE CAPTAIN QUALIFICATION APPRAISAL BOARD
William Boulware, Applicant

Mr. Boulware alleged that the results following the oral portion of the Fire Captain examination were "biased and of unfair nature." Mr. Boulware based his appeal on Rule 7.4(i), Appeal from Qualification Appraisal Board. Mr. Boulware's appeal was timely, and the Board granted his request for hearing at its meeting of January 18.

The hearing began at approximately 2:00 p.m.

Mr. Wayne Harbolt, President of Sacramento Area Fire Fighters Union Local 522, represented Mr. Boulware. Mr. William Woska, Personnel Management Administrator, spoke on behalf of the City of Sacramento Personnel Department.

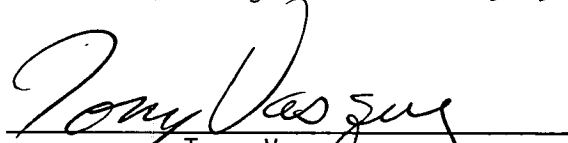
Mr. Harbolt indicated that Mr. Boulware had successfully passed the two prior Fire Captain examinations and had been working as Acting Fire Captain for the past two years. Mr. Harbolt requested that the Board give Mr. Boulware a passing score and to place his name on the eligible register for Fire Captain.

Mr. Woska reviewed the Fire Captain examination process. He reported that there were 90 candidates who successfully passed the written examination and invited to the oral interviews in December 1976. Of the 85 who appeared for the oral interviews, 73 candidates received passing scores; 12 failed. The eligible list with 73 names became effective January 1, 1977. Mr. Woska, in answer to the Board's inquiry, indicated that the criteria used by the interview panel were: supervision, communication, experience and background, and ability to get along with others.


The Board directed questions to Mr. Boulware, after which, by unanimous vote, the Board adjourned into executive session.

The open meeting was called to order and Mr. Wright announced that, in executive session, Mr. Street moved to grant the appeal, Mr. Wright seconded the motion, which failed by three-to-two vote. Mr. Boulware's request to be placed on the Fire Captain eligible register was therefore denied.

The hearing concluded at 3:45 p.m., and the meeting was adjourned.



Tony Vasquez
Acting Secretary



Ronald H. Wright
President