

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

October 26, 1938

The Civil Service Board met in special session in the office of the Board at 7:30 P.M.

PRESENT: Commissioners Cavanaugh, Deise, and President Stacy.
ABSENT : None

SHOP FOREMAN

Mr. James S. Dean, City Manager, was present and discussed duties relating to Shop Foreman at the Corporation Yard, requesting information from the Board relative to appointment of such foreman. After discussion it was the opinion of the Board that, inasmuch as no list existed for this position, possibly the best service could be rendered the City by filling the position with a Machinist.

HEALTH DEPT. INSPECTORS

Drs. True and Megowan of the Health Department were present discussing the duties of Food and Market Inspectors, Milk Inspectors, and Sanitary Inspectors, explaining that the duties of all overlapped. The suggestion was made by the Board members that part-time Food and Market Inspectors be secured from the top of the list.

Dr. True stated that Wm. P. Francis, Barber Inspector, also acts as Sanitary Inspector part-time. It was the opinion of Dr. True that Mr. Francis should be classified as Sanitary Inspector at this time.

SENIOR CLERK EXAM. #121

After reviewing the results of the written grades for this examination, Mr. Deise moved that November 9, 1938, at 7:30 o'clock P.M. be set as the time for personal interviews; seconded by Mr. Cavanaugh and unanimously carried.

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SHERMAN, ELNATHAN

Custodian Reg. #92

Mr. Sherman requested the Board to reinstate his name to the Custodian Eligible Register #92 because of failure to receive notice of certification. After discussion Mr. Cavanaugh moved that Mr. Sherman's name be reinstated to said eligible register; seconded by Mr. Deise and unanimously carried.

DEPARTMENTAL REPORTS,
APPROVAL OF

After discussing the following reports as submitted by departments, same were ordered approved:

Fire Department

Deise, Thomas A. - Perm. Appt. 10/1/38 Captain @ \$225.00 Month from list.

Health Department

Bird, Helen K. - Temp. Appt. 10/16/38 Public Health Nurse @ \$150. Mo. Exempt.
Iwasaki, Tomiko - Temp. Appt. 10/3-10/38 Ass't. Laboratory Techn. @ \$125. Mo. Exempt.

Police Department

Gamble, P. C. - Temp. Appt. 10/17/38 to 10/30/38 Act. Capt. of Juvenile Div. @ \$225.00 Month.

Recreation Department

Stillman, Oroville- Prob. Appt. 10/1/38 Recreation Leader @ \$85.00 Mo. from list.

Waste Removal Department

Barnsdale, N. R. - Temp. Appt. 9/28/38 Truck Driver @ \$5.76 Day from list.
Campbell, W. K. - Temp. Appt. 9/30/38 Truck Driver @ \$5.76 Day from list.
Carrigan, J. J. - Temp. Appt. 10/5/38 Truck Driver @ \$5.76 Day from list.
Fredricks, R. E. - Temp. Appt. 9/30/38 Truck Driver @ \$5.76 Day from list.
Jensen, C. T. - Temp. Appt. 9/29/38 Truck Driver @ \$5.76 Day from list.
Sagar, George B. - Temp. Appt. 9/28/38 Truck Driver @ \$5.76 Day from list.
Schultze, W. E. - Temp. Appt. 10/5/38 Truck Driver @ \$5.76 Day from list.
Silberhorn, C. R. - Temp. Appt. 9/28/38 Truck Driver @ \$5.76 Day from list.
Steele, H. - Temp. Appt. 9/30/38 Truck Driver @ \$5.76 Day from list.
Sulzman, A. B. - Temp. Appt. 9/29/38 Truck Driver @ \$5.76 Day from list.

Water Department

Foster, H. - Temp. Appt. 9/21/38 Concrete Laborer @ \$7.30 Day.
Kasparian, Sam - Temp. Appt. 9/21/38 Concrete Laborer @ \$7.30 Day from Laborer list.
Burrows, William - Appt. Foreman 10/16/38 @ \$250.00 month.

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Water Department (Con't.)

Russell, Alexander - Prob. Appt. 10/16/38 Jr. Civil Engr. @ \$160.00 Mo. from
list.
Wilson, F. W. - Temp. Appt. 9/23/38 Cement Finisher @ \$9.50 Day.

There being no further business, the Board adjourned at 11:15 P.M. to meet
again at the Call of the Chair.

APPROVED:

Joseph T. Stacy
President

H. H. Janneth
Secretary

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

October 19, 1938

The Civil Service Board met in special session in the office of the Board
at 8:00 o'clock P.M.

PRESENT: Commissioners Deise, Cavanaugh, and President Stacy.
ABSENT : None

ENGINEER-FIRE DEPT.
EXAMINATION #120

Cooke, James J.
Grade Changed

Messrs. James J. Cooke, Manuel Medeiros,
and Adolph McAdams appeared before the
Board discussing the position of James

J. Cooke and James E. Cook. A letter from M. J. Dunphy, Chief, Fire Department,
dated October 5, 1938, stating that due to the similarity of names of James J.
Cooke and James E. Cook, their grades were interchanged and the error was un-
noticed until after the eligible register was established. Mr. Cooke informed
the Board that upon reviewing his examination papers for this position he dis-
covered his grade for efficiency and, upon discussing the matter with the Fire
Chief, learned of the error. After general discussion, Mr. Cavanaugh moved
that the grades and eligible register be corrected to conform with the change

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in efficiency grades as outlined in the Fire Chief's letter; seconded by Dr. Stacy and unanimously carried.

PATROLMAN EXAMINATION #128

After discussing material for this examination, Mr. Cavanaugh moved that the following be included as requirements for this

examination; seconded by Mr. Deise and unanimously carried:

MINIMUM QUALIFICATIONS: (Failure to possess these qualifications will result in rejection of the application.)

Education: Equivalent to that represented by graduation from a standard high school, which may be verified.

Special Knowledges, Abilities, or Skills: Good social and general intelligence; medical and physical well-being; a fitness to be out of doors under adverse conditions; ability to treat the public with courtesy but when occasion demands with firmness; aptitude for police work; tact; good character; ability to understand and carry out complex directions.

Height, Weight and Chest Measurements: To conform to the following schedule:

Height	Minimum Weight	Maximum Weight	Chest Measurements	
			Quiescent	Min. Mobility
5 ft. 9 in.	150 lbs.	195 lbs.	35½ in.	3 in.
5 ft. 10 in.	155 lbs.	200 lbs.	36 in.	3 in.
5 ft. 11 in.	160 lbs.	210 lbs.	37 in.	3 in.
6 ft.	165 lbs.	215 lbs.	37½ in.	3 in.
6 ft. 1 in.	170 lbs.	220 lbs.	38 in.	3 in.
6 ft. 2 in.	175 lbs.	230 lbs.	39 in.	3 in.
6 ft. 3 in.	180 lbs.	235 lbs.	40 in.	3 in.
6 ft. 4 in.	185 lbs.	240 lbs.	41 in.	3 in.

Applicants will be required to make 1¼ lbs. in weight for every ¼ inch in height falling between the stations above indicated.

EXAMINATIONS: (Listed in order examinations are to be given, dates to be announced after receipt of applications.)

Medical Examination: Each applicant must successfully pass a medical examination by the City Physician based on standards approved by the National Association of Police and Fire Surgeons.

Physical Examination: In order to receive a passing mark, this event must be tried and completed within the time limit, one try only being permitted. Failure will be classed as failure in the entire examination.

Mile Run --- Time Limit 8 minutes.

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Athletic Examination: Vault 4 ft. 6 in. horse; scale 7 ft. tight board fence from smooth side; climb over 7 ft. high horizontal bar; lift 150 lb. dummy weight (straightening body), carry it 50 feet, and lift onto 4 ft. high bench; pack 80 lb. dummy weight up and down 20 ft. ladder. In order to receive a passing mark, each item must be accomplished with a manly bearing satisfactory to the physical director, and an average of 70% must be received in the whole examination.

Written Examination: The written examination will be designed to test the mental ability, general intelligence, powers of observation and aptitude of candidates for police work. Tests will also be given in first aid, information regarding the city, local and state traffic regulations, those sections of the Penal Code which apply to Crimes Against; Public Justice, the Nation, the Person, the Public Peace, Property, and Arrests, such as Sec. 15-37; 187-259; 403-421; 447-490; 811-855, etc. of the Penal Code.

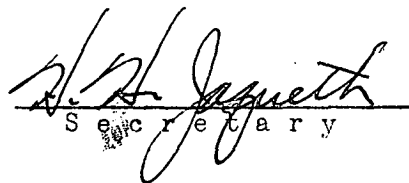
POLICE RECORDS: All applicants must have clear police records and fingerprints will be taken as a part of this examination.

PANE, JOHNNIE

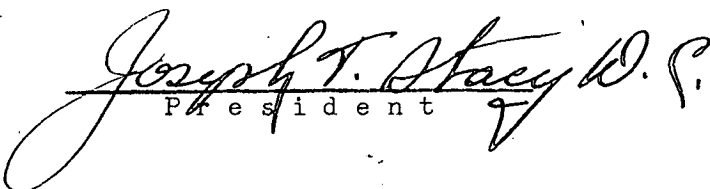
A request from Mr. Pane, dated October 18, 1938, to be returned to the Laborer Eligible Register #83 was considered

by the Board. After discussion Mr. Cavanaugh moved that Mr. Pane's name be returned to such eligible register; seconded by Mr. Deise and unanimously carried.

There being no further business, the meeting adjourned at 11:30 P.M. to meet again at the Call of the Chair.


Secretary

APPROVED:


President