

Sacramento, California,
October 18, 1928.

The Civil Service Board of the City of Sacramento met in regular session on the above date at 8.20 o'clock P. M. in the office of the City Manager, City Hall, President Mason presiding.

PRESENT: Commissioners Chenu, Mason, Weisman.
ABSENT: None.

Minutes of special meeting of June 29, 1928 were read and approved as read.

Opinion was presented from the City Attorney relative to tentative list of employees, showing those persons exempt and those subject to examination under Civil Service rules. After some discussion of this matter, upon motion by Commissioner Weisman, seconded by Commissioner Chenu and unanimously carried, this list together with a new list of employees submitted at this meeting was referred to the City Attorney for further opinion.

Letter was presented from L. C. Maddix, former member of the Police Department, requesting reinstatement. Mr. Maddix appeared before the Board in his own behalf. Opinion was presented from the City Attorney advising that the Board had no power to make such reinstatement, due to the fact that Mr. Maddix had resigned from the Police Department on May 20, 1927.

Upon motion by Commissioner Chenu, seconded by Commissioner Weisman and unanimously carried, request of Mr. Maddix was denied.

Communication was presented from the International^A Brotherhood of Blacksmiths and Blacksmiths' Helpers, requesting that wage scale in these classifications be increased to equal the amount paid to machinists and machinists' helpers. Upon motion by Commissioner Chenu,

seconded by Commissioner Weisman and unanimously carried, this organization was requested to re-submit its request for salary increases prior to the time the next annual budget is prepared. Secretary was instructed to notify this organization that salary range for this classification had been adopted, and the policy of the City was to pay the union scale of wages.

Resolution was presented, which was adopted by the City Council August 2, 1928 requesting that a list of employees be furnished showing the name, address, department and Civil Service classification or exemption of all municipal employees. Upon motion by Commissioner Weisman, seconded by Commissioner Chenu and unanimously carried the Secretary was instructed to compile the list requested in the resolution of the Council.

The Board discussed the matter of extending the eligible list from two to three years, but no action was taken on this subject.

The Secretary presented communication from the Bureau of Public Personnel Administration, offering to furnish at nominal cost standard test for various examinations to be conducted by the Board.

Upon motion by Commissioner Chenu, seconded by Commissioner Weisman and unanimously carried the Secretary was instructed to secure from this organization at once a sufficient number of standard forms to take care of anticipated requirements of the Board.

The practice of making substitute appointments in the Police Department for a period longer than six months, which is the ordinary probationary period, was brought up for discussion. The point was made that certain patrolmen on the eligible list had served under the substitute appointments for periods of more than seven months.

The Secretary was instructed to submit the facts to the City Attorney, requesting an opinion as to the authority, if any, for making such substitute appointments and also as to the status of patrolmen who have been serving under such substitute appointments.

The Secretary was instructed to review the 1929 budget and report to the Board whether or not any additional patrolmen had been authorized effective January 1, 1929.

Upon motion by Commissioner Weisman, seconded by Commissioner Chenu and unanimously carried the following resolution was adopted:

RESOLVED: That for the purpose of creating an eligible list for the position of Patrolman in the Police Department the Civil Service Board will conduct an entrance examination, applications to close at 12 o'clock, noon, Saturday, November 10, 1928; athletic tests to be held on November 17th and November 18th; educational test to be held November 27th and the Secretary is hereby instructed to make the necessary arrangements to conduct said examinations, the weight and subjects to be as follows:

Rules and Police duties	4
Personal Fitness	3
City Information	2
Physical (Tests of muscular	
(strength and agility	2
(Inspection	1
Educational (Spelling	1
(Penmanship	1
(Arithmetic	1
Total Points	15

and that any applicant failing to make 70 per cent or better in the strength and agility test, or who shall average less than 70 per cent in the subject of Rules and Duties shall be deemed as having

88

failed.

Upon motion by Commissioner Chenu, seconded by Commissioner Weisman and unanimously carried the following resolution was adopted:

RESOLVED: that for the purpose of creating an eligible list for the position of Uniform Fireman in the Fire Department the Civil Service Board will conduct an entrance examination, applications to close at 12 o'clock, noon, Saturday, November 10, 1928; athletic tests to be held on November 17th and November 18th; educational test to be held November 26th and the Secretary is hereby instructed to make the necessary arrangements to conduct said examinations, the weight and subjects to be as follows:

Physical	(Tests of agility and strength	5
	(Inspection	2
Personal Fitness		3
Educational	(Spelling	1
	(Arithmetic	1
	(Rules and Duties	3
Total points		15

and that any applicant failing to make 70 per cent or better in the strength and agility test, or who shall average less than 70 per cent in the subject of Rules and Duties shall be deemed as having failed.

Applications under the classification of Laborer were extended to 5 o'clock P. M., October 25th and personal fitness interview before the Civil Service Board was set for 6 o'clock P. M., October 26th for the purpose of creating an eligible list.

The Secretary was instructed to secure information from the State Civil Service Commission concerning inquiry forms to be sent

to persons endorsing applications, and make the necessary revision of same for use by this Board.

The Secretary was instructed to secure opinion from the City Attorney covering the interpretation of the provisions of Section 45 of the Charter as to age limitation for members of the Fire Department and also concerning the five per cent preference to be given ex-service men.

Adjournment was taken at 10.35 o'clock P. M. to meet again at the call of the Chair.

Ad. Hoover

S e c r e t a r y .

APPROVED:

Melville Mason

P r e s i d e n t .