

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
REGULAR MEETING SEPTEMBER 19, 1978

The regular meeting of the Civil Service Board was called to order by President Ronald Wright at 1:40 p.m. in the Personnel Department Conference Room, 801 Ninth Street.

Present: Luis Campos, Juanita Damerell, Wilfred Street, Ronald Wright.
Absent: Donna Giles.

MINUTES OF SEPTEMBER 6, 1978, MEETING:

Approved as submitted.

REPORTS OF DIRECTOR OF PERSONNEL

a. The request for hearing from Steve J. Brachais, Park Maintenance Worker I, was granted by the Director of Personnel, as agent for the Board. The hearing is scheduled before an Administrative Law Judge on Thursday, October 19, 1978.

b. The Director of Personnel, Mr. William F. Danielson, as agent for the Board, granted Mrs. Judy L. Surjan, Senior Typist-Clerk, a maternity leave of absence from October 21, 1978, to March 31, 1979.

c. The Director of Personnel, Mr. William F. Danielson, as agent for the Board, granted a leave of absence extension to Felix Garcia, Firefighter, from August 31, 1978, to January 1, 1979.

ELIGIBLE REGISTER ESTABLISHED

<u>Exam.</u>	<u>Classification</u>	<u>Effective</u>	<u>Expiration</u>
#1566	Firefighter	8/28/78	8/27/79
#1607	Property Assistant I	9/7/78	9/6/79

COMMUNICATION RECEIVED (continued from 9/6/78 meeting)

Douglas D. Edens, Firefighter Applicant, Appealing Maximum Age Limitations for Firefighter

City Attorney David Benjamin gave the Board members two options which could be taken regarding this issue: 1) Not to enforce the maximum age limit and 2) to amend Civil Service Board Rule 6, Examination Announcements, Applicants and Applications (specifically 6.1(b) Age Limits and 6.2 Announcements.) Board agreed to review Rule 6.1(b) when proposed rule changes are to be considered. After a lengthy discussion, the following motion was made:

MOTION: Mrs. Street moved to deny the request made by Mr. Edens.
SECOND: Mrs. Damerell.
CARRIED: Ayes: Mr. Campos, Mrs. Damerell, Mr. Street.
Noes: Mr. Wright.

9/19/78

REQUEST FOR HEARING TO APPEAL POSITION ALLOCATIONS AS A RESULT OF THE UTILITY BILLING DIVISION CLERICAL CLASSIFICATION STUDY

Ms. Susan Davidson, Associate Personnel Analyst, informed Board members that there were 13 appeals regarding position allocations as a result of the Utility Billing Division clerical classification study. Mr. Wes Keyson, Local 39, will be representing all 13 appeals. The Board members requested that Susan Davidson and Wes Keyson get together and outline the facts regarding the appeals.

The 13 individuals are as follows:

1. Barry Philbin, Senior Account Clerk
2. Jean P. Rios, Senior Typist-Clerk
3. Charlene S. Hiura, Senior Clerk
4. Carole L. Laurenty, Senior Clerk
5. Linda Caesar, Intermediate Clerk
6. James R. Craig, Intermediate Clerk
7. Leslie Currie, Intermediate Clerk
8. Susan Hanks, Intermediate Clerk
9. Frances Juarez, Intermediate Clerk
10. Julia C. Vidales, Intermediate Clerk
11. Sandra K. Wiley, Intermediate Clerk
12. Juanita F. Williams, Intermediate Clerk
13. Beverly McAmis, Junior Clerk

MOTION: Mr. Street moved to grant the request for hearing. A special meeting was set for October 24, 1978, at 1:30 p.m.
SECOND: Mrs. Damerell.
CARRIED: Unanimous vote.

EXAMINATIONS TO BE ANNOUNCED

#1616 Fire Captain (Promotional)

Amos Syas, Local 522, requested that the Board change the date under "Experience" on the job announcement to December 31, 1978. The Board members moved to change the job announcement under "Experience" to read: Three years of experience as a Firefighter with the City of Sacramento as of December 31, 1978. This action will allow two more firefighters to be able to compete in the examination.

MOTION: Mrs. Damerell moved to approve this examination announcement with the above correction.
SECOND: Mr. Street.
CARRIED: Unanimous vote.

#1618 Associate Personnel Analyst

Withdrawn by the City Manager's office.

#1619 Property Assistant II (Promotional)

MOTION: Mrs. Damerell moved to approve this examination announcement.
SECOND: Mr. Campos.
CARRIED: Unanimous vote.

REQUEST FOR VOLUNTARY DEMOTIONTom Davis, Dispatcher to Parking Meter Checker

Ms. Julie Mayesh, Associate Personnel Analyst of the Personnel Management Services Division, informed the Board that Mr. Davis had submitted a request for demotion to be approved by the Board. The request included the necessary approvals of department and division heads.

MOTION: Mrs. Damerell moved to approve the request for demotion.
 SECOND: Mr. Campos.
 CARRIED: Unanimous vote.

AMENDMENT TO CLASSIFICATION PLANProposed New Classifications

- a. Offset Equipment Operator - second reading
- Senior Offset Equipment Operator - second reading

MOTION: Mrs. Damerell moved to establish the two new classifications.
 SECOND: Mr. Campos.
 CARRIED: Unanimous vote.

MOTION: Mrs. Damerell moved to abolish the classes of Copy Machine Operator and Senior Copy Machine Operator at the time when the existing classes are no longer occupied.

SECOND: Mr. Campos.
 CARRIED: Unanimous vote.

BEST WISHES TO ROBERT COONS

Best wishes and words of appreciation were expressed by members of the Civil Service Board to Robert Coons, Associate Personnel Analyst, on his new position as Director of Personnel in Springfield, Oregon. The Board requested a letter be drafted congratulating Mr. Coons and the letter be placed in his personnel file.

HEARING TO APPEAL REMOVAL OF NAME FROM POLICE OFFICER ELIGIBLE LIST

Ronald O. Brokenbrough

Captain Felix Luna informed the Board members that Mr. Brokenbrough's name had been removed from the eligible list as a result of a felony conviction. Mr. Brokenbrough stated that the felony had been reduced to a misdemeanor. Captain Luna added that according to the Penal Code, Mr. Brokenbrough would not be able to carry a firearm because of his record and for this reason his appeal should be denied.

MOTION: Mr. Street moved to deny the request for appeal.
 SECOND: Mrs. Damerell.
 CARRIED: Unanimous vote.

SUPPLEMENTAL CONFLICT OF INTEREST CODE SUBMITTED FOR CIVIL SERVICE BOARD REVIEW BY JAMES JACKSON, CITY ATTORNEY.

The Board members were asked to review the Supplemental Conflict of Interest Code. The Board members agreed to do so at the next regular meeting.

AMENDMENT TO CIVIL SERVICE BOARD RULES AND REGULATIONS

Hearing to Consider Proposed Rule Changes:


- a. Rule 15.6 Reinstatement After Termination of Exempt Appointment

The Board members moved to have a second reading of this rule change at their next regular meeting.

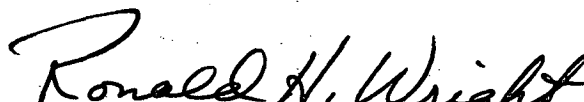
- b. Proposed Layoff Rule - second reading

At the request of the Employee Relations Division, this item was withdrawn.

The meeting adjourned at 3:45 p.m.



William J. Woska, Acting Secretary



Ronald H. Wright, President