

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
REGULAR MEETING      SEPTEMBER 21, 1960

The Civil Service Board met in regular session at 817 - 10th Street at 2:00 P.M. (Regular meeting scheduled for September 7, 1960, cancelled.)

PRESENT: Commissioners Deise, J. Alexander, Grebitus and Genshlea.

ABSENT: Commissioner C. Alexander.

Minutes of the regular meeting held August 24, 1960, were read and approved.

NEW EXAMINATIONS SCHEDULED:

Announcement Notices for the following examinations were approved:

#648      Plant Utilityman  
#649      Tabulating Machine Operator II

The Secretary was authorized by the Board to establish minimum qualifying scores on the written tests for the above examinations.

EXAMINATION CANCELLED  
Tabulating Machine Operator #641

Secretary advised that because no application were received which met

the minimum requirements, it was necessary to cancel the examination scheduled for Tabulating Machine Operator I.

ELECTRICAL INSPECTOR EXAMINATION #636  
Eligible Register

Written test scores and Personal

Interview ratings in the Electrical

Inspector Examination #636, held August 29, 1960, were reviewed. Secretary advised that the minimum qualifying score on the written test was set at 110 of a possible 170 items, and that Qualifications Appraisal Board consisted of Clarence Alexander, Civil Service Board Member; Phil Macdonald, Personnel Technician; and Wes Peterson, Associate Engineer, State of California.

The following eligible register was established and made effective September 14, 1960:

ELECTRICAL INSPECTOR EXAMINATION NO. 636

#1.	Ned E. Ubben	91.87%
#2.	Frank T. Wachtel	88.77
3.	Arnold Vasti	84.07
#4.	James W. Davis	82.83
5.	Clyde Stucker	82.57
#6.	Oren Link	81.47
7.	Leonard H. Phelps	77.13
8.	Fred Kurchuble	74.90
9.	Joseph Battyany	71.50

(# Indicates applicant received 10 points additional Veteran's Credit.)

TRUCK DRIVER EXAMINATION #639  
Eligible Register

Written test scores in the  
Truck Driver Examination #639,

held August 15, 1960, were reviewed.

Secretary advised that the minimum qualifying score in the written test was set at 60 of a possible 105 items, and that Personal Interviews were not included as part of the examination.

The following eligible register was established and made effective  
September 7, 1960:

TRUCK DRIVER EXAMINATION NO. 639

#1.	Fred Froming	86.68%
#2.	Grant E. Rainey	85.35
#3.	Edward Kelly Jr.	84.68
#4.	Hilario Mata	83.34
5.	John M. McLaughlin	81.36
#6.	Jesus R. Hernandez	81.34
7.	Ernest Mata	80.69
#8.	Fred W. Trejo	80.67
#9.	Robert Weisenburger	80.67
#10.	Carl E. Wilson	80.00
11.	Ralph L. Caddick	78.02
12.	Eugene D. Collins	72.67
13.	Wilbert E. Azevedo	70.00
14.	Louie F. Correa	70.00
15.	Paul J. Williams	70.00

(# Indicates applicant received 10 points additional Veteran's Credit)

DISPATCHER-CLERK EXAMINATION #640  
Eligible Register

Written test scores and Personal  
Interview ratings in the Dispatcher-

Clerk Examination #640, held August 25, 1960, were reviewed.

9-21-60

DISPATCHER-CLERK EXAMINATION #640 (cont'd)

Secretary advised that the minimum qualifying score in the written test was set at 92 of a possible 145 items, and that Qualifications Appraisal Board consisted of L. Deise, Civil Service Board Member; F. Martin Sims, Police Sergeant; and Phil Macdonald, Personnel Technician.

The following eligible register was established and made effective August 31, 1960:

DISPATCHER CLERK EXAMINATION NO. 640

1. Janet G. Whalen	83.20%
2. Melissa Silverberg	78.57
3. Josephine E. Woodward	78.25
4. Jean C. Hermes	75.55
5. Harriet S. Martin	74.66

CLERK II EXAMINATION #641  
Eligible Register (Men Only)

Written test scores and Personal  
Interview ratings in the Clerk II

Examination #641, held August 23, 1960, were reviewed.

Secretary advised that the minimum qualifying score in the written test was set at 55 of a possible 90 items and that Qualifications Appraisal Board consisted of James Alexander, Civil Service Board Member; Walter Faig, City Treasurer; and Earl Wilson, Personnel Technician.

The following eligible register was established and made effective August 31, 1960:

CLERK II (Male) EXAMINATION NO. 641

#1. Thomas Knight	93.50%
#2. William Townsend	90.40
#3. Richard Hastings	89.20
#4. Burke Bennett	88.77
5. Harold Croter	86.90
#6. Alvin Carrick	84.47
#7. Raymond Peterson	84.10
8. Fidencio Salazar	80.67
9. David Phillips	77.33
10. Lyle Barber	76.50
11. James Oliphant	74.70
12. Amzy Lawler	74.47
13. Augustus Abreu	73.17

(# Indicates applicant received 10 points additional Veteran's Credit.)

LIBRARY PAGE EXAMINATION #643  
Eligible Register

Written test scores in the

Library Page Examination #643,

held August 23, 1960, were reviewed.

Secretary advised that the minimum qualifying score in the written test was set at 45 of a possible 80 items and Personal Interviews were not included as a part of the examination.

The following eligible register was established and made effective August 24, 1960:

LIBRARY PAGE EXAMINATION NO. 643

1.	Betsy Prucha	89.71%
2.	Bonnie McWilliam	88.00
3.	Karen Fung	86.29
4.	Janet Whalen	83.71
5.	Marilyn J. Manning	82.86
6.	Kay L. Clark	82.00
7.	Anna C. Winslow	82.00
8.	Helen L. Greer	80.29
9.	Nancy H. Brown	79.43
10.	Miyoko Tahara	79.43
11.	Sondra M. Hicks	79.43
12.	Yvonne M. Hardin	78.57
13.	Helen Cirincione	78.57
14.	Suzanne L. Brinton	77.71
15.	Barbara K. Davis	77.71
16.	Norma G. Anderson	75.14
17.	Claudia Best	74.29
18.	Barbara A. Moore	73.42
19.	Beth Morgan	73.42
20.	Lucille Rowe	73.42
21.	Rosa L. Bennett	72.57
22.	Lucille Christian	71.71
23.	Neola R. Irvin	71.71
24.	Janice L. Mann	71.71
25.	Pauline E. Simmons	70.86
26.	Virginia Ogden	70.86

REQUEST-LEAVE OF ABSENCE  
 Sharon Batten

Communication from Sharon Batten,

Typist Clerk II, in the Police

Department, dated September 19, 1960, requesting an additional 3-month leave of absence beyond the original three months granted by James V. Hicks, Chief of Police, upon advice of her physician, was considered.

REQUEST-LEAVE OF ABSENCE (Cont'd)  
Sharon Batten

Communication from James V. Hicks,  
Chief of Police, dated September 20,

1960, recommending favorable action on this request was read.

Motion made by Mr. Grebitus that the request for leave of absence for three months from September 22, 1960, be approved. Motion seconded by Mr. Alexander and carried by the following vote:

AYES: Members Deise, J. Alexander, Grebitus and Genshlea.

NOES: None    ABSENT: Member C. Alexander.

REQUEST-REMOVAL OF APPLICANT  
FROM ELIGIBLE REGISTER  
Louie Correa-Truck Driver

Communication from Earl Simon,  
Safety and Training Officer, dated  
September 14, 1960, recommending

that the name of Mr. Louie Correa be removed from Truck Driver's Eligible Register #639, because of his record of motor vehicle violations, was read and considered.

Mr. Correa appeared before the Board to explain that he had obtained a temporary chauffeur's license restricted to the operation of a motor vehicle in the course of employment only and that he was currently paying a judgment which had caused his operator's license to be suspended in December 1959.

Motion was made by Mr. Genshlea that action on the recommendation of the Safety and Training Officer be laid over and that further information on the status or Mr. Correa's operator's license be obtained at such time as he might be certified to a position as Truck Driver. Motion was seconded by Mr. Alexander and carried by the following vote:

AYES: Members Deise, J. Alexander, Grebitus and Genshlea.

NOES: None    ABSENT: Member C. Alexander.

REQUEST-NAMES REMOVED  
FROM ELIGIBLE REGISTERS

The following names were ordered  
removed from eligible registers

for the reasons outlined:

<u>Eligible Register</u>	<u>Name</u>	<u>Reason</u>
Utilities Serviceman Helper #628	Lloyd Bonds	No reply to certification
Plant Operator #583	August Welch	Prob. appointment terminated
Custodian I #604	Glenn McMahon	3 certifications
	Chester Holcomb	"
	John Wittman	No reply to certification
	Willie Thurman	"
	Alton Stone	"
	Alfred Rose	"
	Raymond Jeter	"
	Anthony Barros	"
Automotive Serviceman I #536	Robert Maciel	3 certifications
Library Clerk I #609	Geraldine Abelia	No reply to certification
	Priscilla Cornelius	3 certifications
	Frances Goodsell	By her request
	Peggy Cobb	No reply to certification
Typist Clerk I (Male) #631	Raymond Peterson	3 certifications
	Eugene Carson	"
Machinist Helper #582	Frank Cirincione	Mail returned
Plant Operator I #619	Thomas Dunell	3 certifications
Library Page #643	Anna Winslow	No reply to certification

WORK PERMITS FILED:

The following work permits, approved by department heads in accordance with Civil

Service Board policy, were filed:

<u>Name</u>	<u>Class</u>	<u>Duties</u>	<u>Approved By</u>
Fassett, Keith	Auto. Sevcman.	Dance Band engagements	W. Robbins
*Fong, Luen	Steno-Clerk I	Cashier	R. McWilliam
Ghilarducci, V.	Gardener	Janitor	R. Renfree
*Kern, Andrew C.	Gen. Util. Wrkr.	Stage Hand	E. J. Scollan
*Martin, Edwin F.	Auto. Servcman.	Stage Worker	C. Inderbitzen
Oliver, Wm. E.	Gen. Util. Wrkr.	Tree Work	W. Chorley
*Richardson, E.	Ref. Truck Driver	Janitor	J. Pieretti
Slaybaugh, M.	Supv. Spec. Act.	Selling Sundries	R. Renfree
*Telles, Bentura	Custodian II	Janitor	R. Renfree

\*while on vacation

(All the above in accordance with the Civil Service Board policy not to exceed 8 hours per week except those employees on vacation.)