

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

April 19, 1939

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

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

The minutes of the following meetings having been read, Mr. Deise moved that they be approved: February 15, March 1, 8, 15, 21, 22, 29, and April 5, 1939; seconded by Dr. Stacy, thereupon becoming the order of the Board.

AMENDMENTS TO RULES
AND REGULATIONS

Adopted

After reviewing proposed amendments to Rules and Regulations as introduced at the meeting of April 5, Mr. Deise moved that said amendments to Rule VI, Sections 9 and 10, be adopted; seconded by Dr. Stacy, thereupon becoming the order of the Board.

Mr. Cavanaugh arrived at 9:15 P.M.

PATROLMAN EXAM. #128

Frank C. Starr

At this time Mr. Starr was interviewed inasmuch as he had successfully passed previous portions of this examination and was requested to be present at this meeting.

At the conclusion of the personal interview, the Board computed grades and Mr. Deise moved that a tentative eligible list be prepared for Patrolman in accordance with grades obtained; seconded by Mr. Cavanaugh and unanimously carried.

CLASSIFICATION

After reviewing reports from department heads and investigation of duties of various positions and determining fitness and qualifications of each employee for each position, Mr. Cavanaugh moved that the following employees be classified:

April 19, 1939.

<u>Name</u>	<u>Department</u>	<u>Classification</u>
Mel Andreotti	Engineering	Service Station Attd't.
Carl S. Carlson	Recreation	Laborer
William P. Francis	Health Dept.	Sanitary Inspector
Mary G. Kent	Police Dept.	Cook
Maurice O'Callaghan	Engineering	Service Station Attd't.
Edward A. Stiegler	Engineering	Painter
Joseph I. Tobin	Assessor-Collector	Ass't. Poundman

seconded by Mr. Deise and unanimously carried.

KERR, AARON

After reviewing letters from R. E.

Classification

Mittelstaedt, Superintendent of the Water

Dept., dated February 21, 1939, wherein

it was disclosed that Mr. Kerr's duties had been expanded to those of a Senior Clerk, Mr. Cavanaugh moved that Aaron Kerr be classified as Senior Clerk;

seconded by Mr. Deise and unanimously carried.

DOYLE, CHARLES F.
HAENGGI, CHARLES G.

The matter of considering classifications

for these employees was continued by the Board:

Classification

VALDEZ, ARTHUR

A letter from Wm. J. McQuillan, Superin-

Classification

tendent, Division of Waste Removal,

dated April 12, 1939, requesting re-

classification of Mr. Valdez from Garbageman to Laborer because of disability which Mr. Valdez attributed to work connected with his duties as Garbageman, was considered by the Board. After discussion the Secretary was requested to have Dr. Johnson, City Physician, examine Mr. Valdez and prepare a medical report for the Board.

BOILERMAKER EXAMINATION

A letter from H. L. Blackwood, Secretary,

International Brotherhood of Boilermakers

of America, addressed to Mr. Dean and for-

warded to the Board requesting that consideration be given toward holding an examination for this position was considered by the Board. After discussion

and determination that Boilermakers were employed but a very few days each year, the letter was ordered filed.

CUSTODIAN

A letter from the City Council upon which action had been continued regarding including Custodians as "Stationary Engineers"

was considered by the Board. After discussion and review of the various duties required of Custodians, Mr. Cavanaugh moved that after investigation had been made of the duties for the position of Custodian it was found by the Board that same came under the present definition of Custodian; seconded by Mr. Deise and unanimously carried.

DEPARTMENTAL REPORTS,
APPROVAL OF

The following reports received from department heads were considered by the Board and after review were ordered ap-

proved:

Engineering Department

- Huggins, M. S. - Change of title to Supt. of Fire Alarm from Electrical Inspector, 1/1/39
Seymour, O. J. - Change of title to Lineman-Foreman 1/1/39.

Fire Department

- Miller, Laverna L. - Temp. Appt. 3/30/39 Junior Clerk @ \$125. Mo. from list.

Health Department

- Chargin, Joseph G. - Temp. Appt. 4/14/39 Laborer @ \$120. Mo. from list.

Police Department

- Wallis, Margaret - Temp. Appt. 4/2/39 Cook @ \$100.00 Month.

Recreation Department

- Binse, Fred - Temp. Appt. 4/12/39 Life Guard-Clunie Pool @ \$3.25 Day.
Brady, Elizabeth - Temp. Appt. 4/12/39 Locker Attdt.-Clunie @ \$3.25 Day.
Cummings, Eva - Prob. Appt. 4/16/39 Recreation Leader @ \$85 Mo. from list.
Davis, Ruby - Prob. Appt. 4/16/39 Recreation Leader @ \$85 Mo. from list.
Jelicich, Louis - Temp. Appt. 4/10/39 Registration Clerk @ \$50 Mo.
Nieri, Dante - Temp. Appt. 4/16/39 Life Guard-Clunie Pool @ \$100 Mo.
Renfree, Mary - Temp. Appt. 4/12/39 Cashier-Clunie Pool @ \$3.25 Day.
Riolo, Joe - Temp. Appt. 4/12/39 Life Guard-Clunie Pool @ \$3.25 Day.

April 19, 1939.

Waste Removal Department

Balshor, Manuel - Temp. Appt. 4/12/39 Garbageman, Ex. @ \$5.05 Day from list.
 Crowley, Frank J. - Temp. Appt. 4/12/39 Garbageman @ \$5.05 Day from list.
 Jacinto, Paul - Temp. Appt. 4/1/39 Truck Driver @ \$5.98 Day from list.

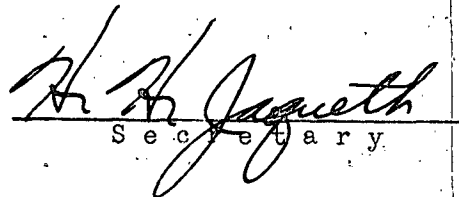
Water Department

Hunter, Norman B. - Prob. Appt. 4/12/39 Filter Operator @ \$190 Mo. from list.
 Kersh, Willard - Prob. Appt. 4/11/39 Junior Clerk @ \$125 Mo. from list.

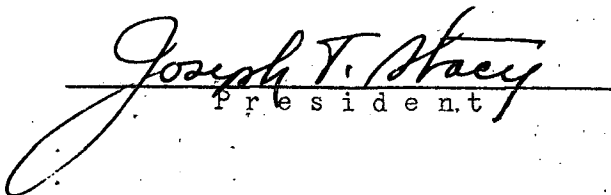
Transfers

Bishop, Odie - Trans. 4/16/39 as Laborer from Water Dept. to Park Dept.
 @ \$125.00 Month.
 Crawford, Conita H. - Trans. 4/1/39 as Stenographer from Police Court to
 Assessor-Collector office @ \$100 Month.
 Dunbar, O. A. - Trans. 4/10/39 as Laborer from Water Dept. to Street
 Maintenance Div., Engineering Dept. @ \$120. Month.
 Dunphy, James - Trans. 4/16/39 as Laborer from Corp. Yd. to Park Dept.
 @ \$125. Month.
 Holland, Lucille - Trans. 4/19/39 as Stenographer from Waste Removal Dept.
 to Realty Sales, Engineering Dept. @ \$125 Month.
 Madeiros, Joseph M. - Trans. 4/13/39 as Laborer from Engineering Dept. to
 Cemetery, Health Dept., @ \$120 Month.
 Wiseman, J. J. - Trans. 4/4/39 from Laborer, Water Dept. to Concrete
 Laborer, Street Maintenance Div., Engr. Dept. @ \$7.30 Day.

There being no further business to come before the Board, the Board adjourned
 at 12 o'clock midnight to meet again at the Call of the Chair.


 Secretary

APPROVED:


 President