

2-21-62

A. McWilliam

 SECRETARY

 PRESIDENT

MINUTES OF CIVIL SERVICE BOARD
 CITY OF SACRAMENTO
 REGULAR MEETING MARCH 7, 1962

The Civil Service Board met in regular session at 817 - 10th Street
 at 2:00 P.M.

PRESENT: Members Genshlea, J. Alexander, C. Alexander, Street, Erickson.

ABSENT: None.

Minutes of the last regular meeting held February 21, 1962, were read
 and approved.

NEW EXAMINATIONS SCHEDULED:

Secretary advised that the following
 examinations have been scheduled:

#714 Communications Operator
 #715 Police Sergeant (Promotional)

TRAFFIC CHECKER EXAMINATION NO. 710
 Eligible Register

Written test scores and Personal
 Interview ratings in Traffic Checker

Examination No. 710, held February 13, 1962, were reviewed.

Secretary advised that the minimum qualifying score in the written test
 was set at 120 of a possible 160 items, qualifying 16 of 73 candidates appearing
 for the written test.

Qualifications Appraisal Board consisted of James Bissell, Civil Engineer I
 in the Traffic Engineering Department; F. C. Erickson, Civil Service Board
 member; and Don Sandman, Personnel Technician.

TRAFFIC CHECKER EXAMINATION NO. 710 (Cont'd)
Eligible Register

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The following eligible register was made effective March 2, 1962:

TRAFFIC CHECKER EXAMINATION NO. 710

#1.	DeWitt H. Lyman	94.37%
#2.	James R. Bush	90.72
#3.	Theodore C. Klein	89.13
#4.	John L. Thompson	82.67
5.	Christopher Greig	80.53
6.	William J. Woska	77.37
7.	Francis M. Rossi	76.92
8.	Richard E. Russell	76.72
9.	Nathaniel Martin	75.60
10.	Nathan Ortiz	73.78
11.	Dale A. Blasofsel	72.67
12.	Robert E. Cadjew	71.33
13.	Herbert W. Pitzner	70.00

CLERK IV EXAMINATION NO. 711
(Promotional)
Eligible Register

Written test scores and Personal

Interview ratings in Clerk IV

Examination No. 711, held February 14,

1962, were reviewed.

Minimum qualifying score in the written test was set at 114 of a possible 190 items by action of the Civil Service Board on February 21, 1962, qualifying 6 of 27 candidates appearing for the written test.

Qualifications Appraisal Board consisted of Rodney McWilliam, Personnel Officer; F. C. Erickson, Civil Service Board member; and John B. Massen, Principal Administrative Analyst, for the County of Sacramento.

The following eligible register was made effective February 23, 1962:

CLERK IV EXAMINATION NO. 711

1.	George A. Glavas	81.56
2.	Chris Morgensen	74.65
3.	Raymond Peterson	74.34
4.	Robert Quinlan	73.94
5.	Donald A. Jenks	73.46

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ELECTRICIAN EXAMINATION NO. 712
Eligible Register

Written test scores and Personal Interview ratings in Electrician Examination No.712, held February 15,

1962, were reviewed.

Secretary advised that the minimum qualifying score in the written test was set at 100 of a possible 145 items, qualifying 8 of 14 candidates appearing for the test.

Qualifications Appraisal Board consisted of Anthony Nastro, Chief Electrical Inspector; Phil Macdonald, Personnel Technician; and Joseph Genshlea, Civil Service Board member.

The following eligible register was made effective February 28, 1962:

ELECTRICIAN EXAMINATION NO. 712

#1.	Frank T. Wachtel	93.33%
#2.	Larry L. Comarsh	91.60
#3.	Ned E. Ubben	88.00
#4.	Hiram R. Jones	84.93
#5.	John E. Ericson	84.75
6.	Merrill I. Dow	82.27
7.	Richard F. Gann	79.33
8.	Leonard H. Phelps	77.73

FIRE CAPTAIN EXAMINATION
(Promotional)

Secretary advised that a decision on whether to include service ratings

in the forthcoming promotional examination for Fire Captain, discussed with Fire Department officials at the last regular meeting on February 21, 1962, had been postponed to this meeting.

Motion was made by Mr. Erickson that service ratings be included in the forthcoming Fire Captain promotional examination. Motion was seconded by Mr. Clarence Alexander and carried by the following vote:

AYES: Members Genshlea, J. Alexander, C. Alexander, Street, Erickson.

NOES: None.

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REQUEST FOR HEARING:
John Kercheval

Secretary advised that a decision on the request for a hearing by the City Employees' Association, on behalf of John Kercheval had been postponed from the last regular meeting held February 21, 1962. The Chairman of the Board, Joseph Genshlea, read the opinion of the City Attorney advising that a hearing and decision on this question is outside the jurisdiction of the Civil Service Board.

Upon being questioned by the Chairman, the Personnel Officer advised that no appointment of John Kercheval to any higher class had been made in the manner required by the filing of a signed appointment form in the Personnel Department.

An order by the Chairman denying the request for a hearing was withdrawn and a motion was made by Mr. Erickson that the request for a hearing on behalf of John Kercheval be denied in accordance with the advice of the City Attorney. Motion was seconded by Mr. Clarence Alexander.

Mr. Kenneth Wright, representing the Sacramento City Employees' Association outlined reasons why he felt that the Civil Service Board should hold a hearing on this matter and therefore objected to the motion.

A roll call was ordered and the motion carried the following vote:

AYES: Genshlea, J. Alexander, C. Alexander, Street, Erickson.

NOES: None.

SUPERVISOR OF LICENSES
(Promotional Eligibility)

Upon recommendation of the Secretary, promotional eligibility in the forthcoming examination for Supervisor of Licenses, was ordered extended to all male employees of the City of Sacramento having a permanent status in any clerical classification listed under "Clerical, Fiscal, and Administrative" section of the classification plan and whose maximum salary is less than \$575 per month.

The Secretary was also authorized to establish a qualifying score in the written test as to qualify not more than 6 candidates.