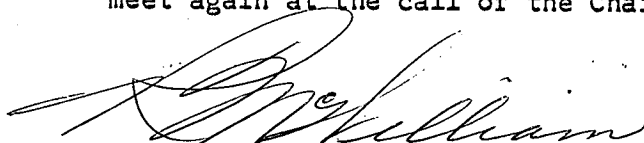


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There being no further business, the meeting adjourned at 3:30 P.M. to meet again at the call of the Chair.



 SECRETARY

 PRESIDENT

MINUTES OF CIVIL SERVICE BOARD
 CITY OF SACRAMENTO
 REGULAR MEETING FEBRUARY 21, 1962

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

PRESENT: Members Genshlea, J. Alexander, Erickson.

ABSENT: Members C. Alexander and Street.

Minutes of the last regular meeting held February 7, 1962, were read and approved.

RECREATION SUPERVISOR I
 (Dance Specialist)
EXAMINATION NO. 709
 Eligible Register

Personal Interview ratings in
 Recreation Supervisor I (Dance

Specialist) Examination No. 709, held February 7, 1962, were reviewed.

Qualifications Appraisal Board consisted of Wilfred Street, Civil Service Board member; Ed McGivern, Recreation General Supervisor; and Phil Macdonald, Personnel Technician.

The following eligible register was made effective February 8, 1962:

RECREATION SUPERVISOR I (Dance Specialist)
EXAMINATION NO. 709

1. Barbara J. Boulding	94.33%
2. Marie A. Firenza	88.33
3. Mildred A. Pierce	82.00

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CLERK IV EXAMINATION NO. 711
Written Test Qualifying Score

Upon recommendation of the Secretary, motion was made by Mr. Erickson that the minimum qualifying score in the written test for Clerk IV Examination No. 711 be set at 114 of a possible 190 items, qualifying 6 of 27 candidates who appeared for the written test, in accordance with 7.4(c) of the rules and regulations. Motion seconded by Mr. Alexander and carried by the following vote:

AYES: Members Genshlea, J. Alexander, Erickson.

NOES: None.

FIRE CAPTAIN EXAMINATION (Promotional)
Service Ratings

Chief Tom Deise and Assistant Chief Manuel Vieira of the Fire Department appeared before the Board to explain methods used in computing service ratings of candidates eligible to compete in promotional examinations for Fire Captain and Fire Engineer and recommended that such service ratings be continued to be included in the forthcoming examination for Fire Captain.

Secretary advised that the ratings as prepared by fire department supervisors were in reality a judgment as to the candidates ability to perform in the higher position rather than an evaluation of a past performance and therefore could not properly be termed a "service rating".

Stanley Catlett, representing Firefighters Local No. 522, stated that in his opinion, the ratings as applied by fire department officials were very fair and recommended that such ratings continue to be included in Fire Department promotional examinations.

After general discussion, it was the order of the Board that a decision on this matter be deferred until the next regular meeting.

EXTENSION OF ELIGIBLE REGISTERS

Upon recommendation of the Secretary the following eligible registers were extended for one year to the dates indicated below:

EXTENSION OF ELIGIBLE REGISTERS (Cont'd)

Clerk III #626	April 19, 1963
Key Punch Operator #613	March 4, 1963
Recreation Supervisor II #610	February 19, 1963
Police Matron #622	April 15, 1963

RULING OF CITY ATTORNEY
Re: Appeal For Hearing

Communication from Everett Glenn,
City Attorney, dated February 14,

1962, giving an opinion as to the authority of the Civil Service Board to hold a hearing relating to the request of John Kerchevel for compensation in a position of higher class which he claims he has filled for a number of months, was read. This opinion stated as follows:

"The Civil Service Board has only such powers as are granted to it by the City Charter in Section 52a, namely:

- (1) To adopt and maintain the classification plan;
- (2) To formulate rules and regulations covering the examination of applicants for positions in the classified service;
- (3) To hear appeals by employees of disciplinary actions taken against them;
- (4) To hear appeals relating to position allocations by the Personnel Officer; and
- (5) To prepare wage and salary surveys.

Section 2.106 of the Sacramento City Code does allow for compensation in a higher classification when temporarily appointed to work in such a higher classification. This provision reads as follows:

"Whenever any employee is appointed to temporary work in a higher classification, such employee shall carry the title and receive the salary for such higher classification only for the duration of such temporary work. Such employee shall receive in the position to which he is appointed for temporary work, the rate of compensation which is next highest to his salary prior to the temporary promotion."

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RULING OF CITY ATTORNEY (Cont'd)

The question of whether or not an employee has been regularly appointed to perform service in a higher classification, pursuant to Section 2.106 of Sacramento City Code (Ordinance No. 2339, Fourth Series) is one for administrative determination. The City Purchasing Agent states that no appointment for any temporary duration was ever made to fill the position, which was formerly held by Mr. Willard Kersh.

The request of John Kerchevel for a hearing fails to come within any of the powers delegated to the Board by the City Charter, as herein-above outlined. The power and authority of the Board to act on civil service matters is limited to only such matters specifically provided for in the enabling act granting its powers, namely, the City Charter, and its field cannot be extended by inference or implication.

Therefore, in my opinion, a hearing and decision on this question is outside the jurisdiction of the Civil Service Board, because the matter is purely administrative."

A communication from the Sacramento City Employees' Association, dated February 21, 1962, taking exception to the opinion given by the City Attorney was filed, along with an affidavit signed by five employees of the Stores Division, relating to the authority of John Kerchevel in the absence of Willard Kersh, Clerk IV, was read and filed.

It was the order of the Board that a decision on this matter be deferred to the next regular meeting at which time the City Attorney is to be requested to be present.

PATROLMAN EXAMINATION NO. 706

Results of Patrolman Examination #706

outlined, in which it is expected that the final eligible register will contain approximately 25 names of an original total of 185 applications filed. Personnel Officer advised that a member of the Board will be requested to be present in future examinations for the purpose of checking height measurements upon conclusion of the written tests.

There being no further business, the meeting adjourned at 3:30 P.M. to meet again at the call of the Chair.