

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
REGULAR MEETING                      AUGUST 2, 1961

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

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

ABSENT: Members Ed Grebitus, W. Street

Minutes of the last regular meeting held July 5, 1961, were read and approved.

NEW EXAMINATIONS SCHEDULED:

Secretary advised that the following examinations have been scheduled:

|      |                               |
|------|-------------------------------|
| #686 | Tabulating Machine Supervisor |
| #687 | Real Property Appraiser       |
| #688 | Switchboard Operator          |
| #689 | Library Clerk I               |
| #690 | Librarian III (Promotional)   |
| #691 | Nurse                         |

CLERK II EXAMINATION NO. 673  
Eligible Register

Written test and Personal Interview scores in Clerk II Examination (Open and Promotional) held June 20, 1961, were reviewed.

Secretary advised that the minimum qualifying score in the written test was set at 57 of a possible 90 items, and that Qualifications Appraisal Board consisted of Phil Macdonald, Personnel Technician; Bill Street, Civil Service Board member; and Elmer Cleveland, Clerk IV in the Water Department.

The following eligible register was made effective July 24, 1961:

CLERK II EXAMINATION NO. 673 (Cont'd)

8-2-61

CLERK II ELIGIBLE REGISTER NO. 673

## (PROMOTIONAL)

- |    |                    |        |
|----|--------------------|--------|
| 1. | Ronald C. Petersen | 77.21% |
| 2. | Joseph A. Bevel    | 75.58  |

## (OPEN)

- |     |                    |        |
|-----|--------------------|--------|
| #1. | Cornelius W. Sands | 91.21% |
| #2. | Tavalou H. Jackson | 85.52  |
| 3.  | David Phillips     | 79.88  |
| 4.  | Chris E. Meldrum   | 76.97  |
| 5.  | Edward Blanchard   | 76.00  |
| 6.  | Yoshinari Tanaka   | 74.18  |
| 7.  | John L. Sullivan   | 73.33  |

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

AUTOMOTIVE SERVICE I EXAMINATION NO. 674  
Eligible Register

Written test and Personal Interview  
scores in Automotive Serviceman I

Examination #674 held June 19, 1961, were reviewed.

Secretary advised that the minimum qualifying score in the written test was set at 127 of a possible 169 items, and that Qualifications Appraisal Board consisted of Phil Macdonald and Don Sandman, Personnel Technicians, and Charles Inderbitzen, Automotive Maintenance Superintendent.

The following eligible register was made effective July 6, 1961:

AUTOMOTIVE SERVICEMAN I ELIGIBLE REGISTER NO. 674

- |     |                     |        |
|-----|---------------------|--------|
| #1. | Dewitt Lyman        | 91.47% |
| #2. | Richard A. Atkinson | 87.19  |
| #3. | Jess Monarrez       | 87.10  |
| 4.  | Paul Lawrence       | 80.00  |
| 5.  | Floyd Peters        | 79.72  |
| 6.  | Walter F. Capaul    | 78.67  |
| 7.  | Johnnie Carter Jr.  | 78.62  |
| 8.  | Archie Nietman      | 78.57  |
| 9.  | Ernest A. Arnold    | 77.38  |
| 10. | John H. Wright      | 76.28  |
| 11. | Jim P. Alwood       | 75.05  |
| 12. | Joseph Weisenborn   | 74.81  |
| 13. | James D. Lloy       | 74.43  |
| 14. | John S. Brown       | 74.09  |



STREET MAINTENANCE FOREMAN I  
EXAMINATION NO. 677 (Cont'd)

8-2-61

consisted of Earl Simons, Safety and Training Officer; Ronald Parker, Supervising Engineer; and James Alexander, Civil Service Board member.

The following eligible register was made effective July 18, 1961:

STREET MAINTENANCE FOREMAN I  
ELIGIBLE REGISTER NO. 677

(PROMOTIONAL)

|                      |        |
|----------------------|--------|
| 1. Larry Lusich      | 82.80% |
| 2. Carl J. Furrer    | 79.88  |
| 3. Ernest Yori       | 79.45  |
| 4. George Puccinelli | 79.11  |
| 5. Carl J. Wilson    | 76.24  |

MOTOR SWEEPER OPERATOR EXAMINATION NO. 678  
Eligible Register

Written test and Personal Interview  
scores in the Motor Sweeper Operator

Examination No. 678 (Promotional only) held July 6, 1961, were reviewed.

Minimum qualifying score of 82 of a possible 140 points (below 70%) approved by the Board at meeting held August 2, 1961, and Qualifications Appraisal Board consisted of Earl Wilson, Personnel Technician; Bill Street, Civil Service Board member, and Ed Lial, Civil Engineer I.

The following eligible register was made effective July 20, 1961:

MOTOR SWEEPER OPERATOR ELIGIBLE REGISTER NO. 678

(PROMOTIONAL)

|                      |        |
|----------------------|--------|
| 1. Alfred Ferreira   | 86.99% |
| 2. Fred Froming      | 79.72  |
| 3. Charles Martínez  | 78.38  |
| 4. Albert Fritzler   | 77.86  |
| 5. Alfred Valenzuela | 76.80  |
| 6. Edward Kelly      | 76.37  |
| 7. Steve Esparza     | 75.80  |
| 8. Roy Villalovos    | 75.74  |

STENOGRAPHER-CLERK EXAMINATION NO. 682  
Eligible Register

Written test scores of Stenographer-  
Clerk Examination #682 held July 19,

1961, were reviewed.

Secretary advised that the minimum qualifying raw score in the written test was set at 64 of a possible 100 points, and that Personal Interviews were not included as a part of the examination.

The following eligible register was made effective July 20, 1961:

STENOGRAPHER-CLERK I ELIGIBLE REGISTER NO. 682

|                    |        |
|--------------------|--------|
| 1. Frances Porter  | 90.00% |
| 2. Frances Willey  | 83.33  |
| 3. Sharon Copley   | 75.00  |
| 4. Esther Carrillo | 74.17  |
| 5. Gloria Torres   | 70.00  |

MINIMUM QUALIFYING SCORE - PROMOTIONAL EXAMINATION      Upon recommendation of  
 Motor Sweeper Operator No. 678      the Secretary, the minimum  
 raw  
 qualifying/score in the promotional examination for Motor Sweeper Operator was  
 set at 82 of a possible 140 points, qualifying eight of the thirteen candidates  
 in the examination, in accordance with Section 7.4(c) of the Rules and Regulations.

MINIMUM QUALIFYING SCORE - PROMOTIONAL EXAMINATION      Upon recommendation of the  
 Utilities Serviceman #683      Secretary, the minimum  
 qualifying raw score in the promotional examination for Utilities Serviceman was  
 set at 75 of a possible 115 points, qualifying nine of the eighteen candidates in  
 the examination, in accordance with Section 7.4(c) of the Rules and Regulations.

REQUEST - EXTENSION OF ELIGIBLE REGISTER      Request of Tom Deise, Fire  
 Fire Engineer #573      Chief, for extension of  
 eligible register #573 (Fire Engineer) for an additional length of time beyond  
 the normal expiration date of August 6, 1961 (two years), was considered.

Mr. Deise appeared before the Board and explained that since two men from the Natomas Fire District had been "blanketed in" to city service in the Fire Department, on July 1, 1961, he felt that the present eligible register for Fire

REQUEST - EXTENSION OF ELIGIBLE REGISTER (CONT'D)

8-2-61

Engineer should be extended for such time as would permit him to make appointments to fill Engineer positions at the new Northgate fire house, now under construction. Further advised that, in his opinion, this new fire house should be in operation within two months.

Motion made by Mr. Clarence Alexander that Eligible Register #573 (Fire Engineer) be extended for two months until October 6, 1961. Motion seconded by James Alexander and carried by the following vote:

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

NOES: None

CHANGE OF PREVAILING RATES

Electrician; Electrician-Lineman; Foreman Electrician; Apprentice Electrician

Secretary advised that, in accordance with authority granted him at the meeting held June 21, 1961, the following new

hourly rates for the below listed classes were made effective July 11, 1961, in accordance with new rates adopted in agreement between Electrical Workers Union Local #340 and the Sacramento Valley Chapter of the National Electrical Contractors Association:

|                        |                        |
|------------------------|------------------------|
| Electrician            | \$4.49 hr.             |
| Electrician-Lineman    | 4.49 hr.               |
| Apprentice Electrician | 90% of Journeyman rate |
| Foreman Electrician    | 5.05½ hr.              |

(Note: These rates represent 96% of the hourly rates in effect under the union contract, since an amount of 4% is included in the union hourly rates for vacation allowance.)

REQUEST - TEMPORARY VOLUNTARY DEMOTION

Alfred M. Valenzuela

Request for temporary voluntary demotion from Truck Driver to

Laborer to Alfred M. Valenzuela, an employee in the Street Cleaning Department, because of suspension of operator's license until October 24, 1961, was considered.

REQUEST - TEMPORARY VOLUNTARY DEMOTION (CONT'D)

8-2-61

Motion made by Mr. James Alexander that the request be approved. Motion seconded by Mr. C. Alexander and carried by the following vote:

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

NOES: None

EXTENSION OF LEAVES OF ABSENCE

John McKlosky  
Joseph Perrone

Extension of leaves of absence without pay for the two employees below listed for the reasons outlined, were approved:

| <u>Name</u>    | <u>Class</u> | <u>Extension Until</u> | <u>Reason</u>              |
|----------------|--------------|------------------------|----------------------------|
| John McKlosky  | Laborer      | September 31, 1961     | Illness                    |
| Joseph Perrone | Laborer      | September 30, 1961     | Return from Europe delayed |

REQUEST - STARTING SALARY AT STEP "C"

Michael Virga, Prosecuting Attorney II

Communication from Bartley Cavanaugh, City Manager, advising that Mr. Michael Virga is to be appointed as Prosecuting

Attorney II with a starting salary of \$860 per month (Step C of the new salary range for this class), because of his prior experience as an attorney, and requesting approval of the Civil Service Board in accordance with Section 5 of Ordinance No. 2211, Fourth Series.

Motion made by Mr. C. Alexander that the request be approved. Motion seconded by Mr. J. Alexander and carried by the following vote:

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

NOES: None

REQUEST - APPEAL FROM DISCIPLINARY ACTION

Richard A. Case, representing Robert Kennedy, city employee

Request of Richard A. Case, Attorney-at-Law, dated July 27, 1961, advising that he is repre-

senting Robert Kennedy, an employee of the City of Sacramento suspended pending outcome of criminal charges, and requesting an appeal from such order under

REQUEST - APPEAL FROM  
DISCIPLINARY ACTION (CONT'D)

8-2-61

Rule 17.8 of the Civil Service Board rules and regulations, was considered.

It was the order of the Board that the date of August 15, 1961, at 2:00 P.M. in the City Council Chambers, be set for hearing the appeal on behalf of Mr. Kennedy.

SACRAMENTO METROPOLITAN AREA WAGE  
AND SALARY SURVEY

Secretary advised the Board of progress

being made in the matter of obtaining cooperation from other governmental agencies for preparation of a Sacramento Metropolitan Area Wage and Salary Survey. A meeting of representatives of personnel departments of other agencies is tentatively scheduled in September for discussion of the feasibility of preparing such a survey, to be similar to the Bay Area and Los Angeles Metropolitan Area surveys, and which would be useful to the Board as additional information on the movement of salaries and wages generally in the Sacramento Metropolitan Area.

REQUEST FOR REINSTATEMENT PRIVILEGES  
Russell P. Schultz

Request of Russell P. Schultz, former  
Patrolman in the Police Department, for

reinstatement privileges, action on which was postponed from the last regular meeting held July 5, 1961, was again considered.

Mr. Schultz appeared before the Board to present reasons for his request and to explain circumstances involved in his decision to resign from the department on March 3, 1961. Mr. Schultz was questioned extensively by members of the Board and the Secretary.

In executive session, it was the decision of the Board that action on the request should be further postponed pending further investigation.

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