

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

Leroy E. Deise
SECRETARY

PRESIDENT

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
REGULAR MEETING DECEMBER 28, 1960

The Civil Service Board met in regular session at the Sacramento Municipal Airport at 12:30 P.M.

PRESENT: Members C. Alexander, J. Alexander, Deise, Genshlea and Grebitus.

ABSENT: None.

Chairman Leroy Deise advised that this meeting was called for the purpose of touring the Sacramento Municipal Airport. Explanations and descriptions of the functions of the Airport were explained to the board members by Donald Smith, Airport Manager and Norman Coad, Assistant Airport Manager.

RESOLUTION OF APPRECIATION
Leroy E. Deise

By unanimous action, the following resolution was adopted and presented to

Leroy Deise who advised the Board and the City Council that he would not be a candidate for reappointment after more than twenty-nine years of service as a member of the Civil Service Board:

"WHEREAS, Leroy E. Deise was appointed to the Sacramento City Civil Service Board December 17, 1931, and has served six successive terms, and

"WHEREAS, he has contributed importantly to the leadership of the Civil Service Board, having served several terms as its chairman, and

RESOLUTION OF APPRECIATION (Cont'd)

Leroy E. Deise

"WHEREAS, during his 29-year period of devoted service, the number of municipal employees has increased from 900 to 1600, and

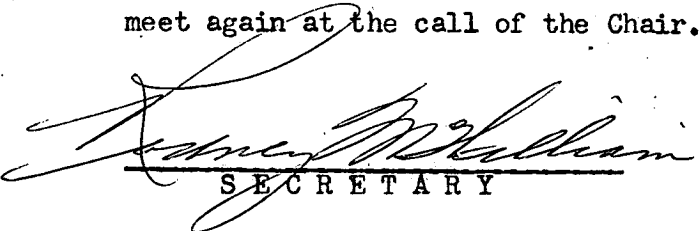
"WHEREAS, Leroy E. Deise has contributed substantially to a greatly improved and expanded Civil Service System for the City of Sacramento, and

"WHEREAS, the City of Sacramento has developed a Civil Service System that is second to none, as evidenced by the extremely low turn-over rate among the municipal employees, and

"WHEREAS, Leroy E. Deise has contributed generously in thought and endeavor to the improvement of working conditions of city employees;

"NOW, THEREFORE, BE IT RESOLVED by the Civil Service Board of the City of Sacramento that this body express to Leroy E. Deise its high regard and appreciation for the loyal and unselfish service he has performed for the municipal employees and for all of the citizens of Sacramento."

At the conclusion of the tour, the Board 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 JANUARY 4, 1961

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

PRESENT: Members J. Alexander, Genshlea, Grebitus and Street.

ABSENT: Member C. Alexander.

Minutes of the last regular meetings held December 21, 1960 and December 28, 1960, were read and approved.

1-4-61

NEW BOARD MEMBER
Wilfred Street

The new appointee to the Civil Service Board, Mr. Wilfred Street, replacing

Leroy Deise, whose term expired December 31, 1960, was welcomed and seated.

ELECTION OF OFFICERS:

Upon motion unanimously adopted, the election of a President, Vice-President,

and representative to the Retirement Board, was postponed to the next regular meeting to be held January 18, 1961.

REQUEST FOR REINSTATEMENT
Glynn Allen

Communication from Glynn Allen, dated December 20, 1960, requesting reinstatement

to his former position of Patrolman in the Police Department, having resigned from city service on May 23, 1960, was considered.

Communication from James V. Hicks, Police Chief, dated December 21, 1960, recommending that Mr. Allen's request for reinstatement be given favorable consideration in view of his record of satisfactory service in the Police Department, was read and ordered filed.

Secretary advised that since Mr. Allen left Sacramento and resided in Oklahoma from the date of his resignation until December 16, 1960, an opinion was requested from the City Attorney as to whether he could be legally reinstated by the Board because of the residence provisions in Section 165 of the City Charter.

Communication from Everett Glenn, City Attorney, dated December 30, 1960, stated in part as follows:

"When Mr. Allen sold his home and moved to Elk City, Oklahoma, he lost his legal residence in Sacramento.

"The Charter is clear on the point of residence and Mr. Allen would have to re-establish his one-year residence before re-applying for City employment."

Mr. Allen appeared before the Board and was interrogated by the Board members as to his reason for resigning in place of requesting a leave of absence.

Mr. Allen was excused and motion was made by Mr. Alexander that the request for

REQUEST FOR REINSTATEMENT(Cont'd)

Glynn Allen

Mr. Allen for reinstatement be denied, upon advice of the City Attorney that such action would be in violation of the residence requirement provision of the City Charter. Seconded by Mr. Genshlea and carried by the following vote:

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

NOES: None.

REQUEST FOR REINSTATEMENT

Robert L. Jackson

Communication from Robert L. Jackson, dated December 20, 1960, requesting

reinstatement to his former position of Refuse Collector, having resigned from such position on May 16, 1960, was considered.

Communication from John A. Pieretti, Superintendent of Waste Removal Department, recommending that Mr. Jackson's reinstatement request be given favorable consideration, in view of his satisfactory record of service, was read and ordered filed.

Motion made by Mr. Alexander that Robert L. Jackson be placed on the reinstatement list for Refuse Collector, subject to verification of his continuous residence within the city limits since resignation. Motion seconded by Mr. Genshlea and carried by the following vote:

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

NOES: None.

VACATION ALLOWANCE CARRY-OVER

Helen Bell - Waste Removal
Joshua Sullivan - Waste Removal

Communications from John A. Pieretti, Superintendent of Waste Removal Department, dated December 22, 1960,

requesting permission to carry over one week of 1959 vacation due Helen Bell, and 2 days of 1960 split vacation due Joshua Sullivan, into the calendar year of 1961, due to extenuating circumstances, was considered.

VACATION ALLOWANCE CARRY-OVER (Cont'd)

Helen Bell - Waste Removal

Joshua Sullivan - Waste Removal

Motion was made by Mr. Street that the request be approved. Seconded by Mr. Alexander and carried by the following vote:

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

NOES: None.

"GUIDE ON DISCIPLINE"

"Secretary submitted copies of "Guide on Discipline" prepared by the Personnel Department, to board members, advising that all department and division heads, foremen and supervisors had been furnished copies of this booklet to assist them in handling disciplinary problems, in order to facilitate the work of the Board in handling any appeals which might be made to the Board."

PERFORMANCE EVALUATION REPORT

Secretary advised the Board that department heads are being requested to furnish a performance evaluation report on every permanent employee resigning from city service at time of resignation, in order to assist the Board when considering requests for reinstatement.

RULES AND REGULATIONS

Communications from Firefighters' Union, dated December 29, 1960 and City Employees' Association, dated January 4, 1961, with reference to changes in the proposed rules and regulations submitted by the Secretary, were read and considered.

The Secretary outlined and explained the principal changes requested, and was instructed to prepare an amended form of the proposed rules containing such changes as would improve and clarify them, and to be submitted to the Board for final action on January 18, 1961.