

MINUTES OF REGULAR MEETING
CIVIL SERVICE BOARD
CITY OF SACRAMENTO
DECEMBER 1, 1987

The meeting of the City of Sacramento Civil Service Board was called to order by President Bill White in Conference Room 103, Department of Personnel, 801 - 9th Street, Sacramento, CA at 1:33 p.m.

MEMBERS PRESENT: Mr. Joseph Russell
 Mr. Jonathan Mayhew
 Mr. Bill White

MEMBERS ABSENT: Ms. Dora Huntzing
 Ms. Catherine Harris

MINUTES OF REGULAR MEETING OF NOVEMBER 17, 1987

A motion was made to approve the minutes of the November 17, 1987 Civil Service Board meeting:

Motion: Mr. Mayhew
Second: Mr. Russell

The motion was approved by unanimous roll call vote:

REPORTS OF DIRECTOR OF PERSONNEL

Mr. John Worcester, Personnel Services Manager, informed the Board that it was necessary to have a joint meeting with the County Civil Service Commission regarding the Library Study. The dates of January 21, 1988 and February 18, 1988 were agreed on.

RECOMMENDED DECISION OF ADMINISTRATIVE LAW JUDGE IN THE MATTER OF LAURA LEE HOUTS, ZOO ATTENDANT

Ms. Linda Gonzales, Deputy City Attorney, addressed the Board and informed them that she submits the recommended decision of the Administrative Law Judge. Mr. Ron McGee, Business Representative for Local 39, addressed the Board and asked them to adopt the recommended decision of the Administrative Law Judge in the matter of Laura Lee Houts.

A motion was made to adopt the recommended decision of the Administrative Law Judge in the matter of Laura Lee Houts, Zoo Attendant.

Motion: Mr. Russell
Second: Mr. Mayhew

The motion was approved by unanimous roll call vote.

PROPOSED NEW CLASSIFICATION - SENIOR COMPUTER OPERATOR - SECOND READING

Ms. Bronda Silva, Senior Personnel Analyst, addressed the Board and informed them that she has received no further comments regarding the proposed new classification.

A motion was made to adopt the proposed new classification of Senior Computer Operator for second reading.

Motion: Mr. Mayhew
Second: Mr. Russell

The motion was approved by unanimous roll call vote.

CLASS REVISIONS - EQUIPMENT MECHANIC I, EQUIPMENT MECHANIC II, EQUIPMENT MECHANIC III - FIRST READING

Ms. Bronda Silva, Senior Personnel Analyst, addressed the Board on this issue. Ms. Silva informed the Board that the proposed class revisions were necessary in order to provide more consistency in the experience requirements throughout the class series. These revisions would also allow an Equipment Mechanic I to be able to flexibly move into the higher classification of Equipment Mechanic II in two years instead of four. This is more consistent with the City's classification system.

A motion was made to adopt the class revisions to Equipment Mechanic I, Equipment Mechanic II and Equipment Mechanic III for first reading.

Motion: Mr. Mayhew
Second: Mr. Russell

The motion was approved by unanimous roll call vote.

PROPOSED CLASS ESTABLISHMENT: FIRE RECRUIT - PROPOSED REVISED CLASS SPECIFICATION: FIREFIGHTER: PROPOSED REVISION OF CIVIL SERVICE BOARD RULE: 3.5 (c)(4) - FIRST READING

Ms. Jonita Whitaker, Personnel Analyst, addressed the Board on this item. Ms. Whitaker informed the Board that staff is recommending the establishment of Fire Recruit for recruitment and training purposes prior to attaining status as a Firefighter.

Proposed revisions for the Firefighter classification are recommended in order to account for the addition of the Fire Recruit class and to provide some updated information.

Ms. Whitaker also stated that Civil Service Board Rule 3.5(c)(4) is proposed to be revised to include the new flexible staffing arrangement of Fire Recruit to Firefighter.

A motion was made to adopt the proposed class establishment of Fire Recruit, the proposed revised class specification of Firefighter and the proposed revision of Civil Service Board Rule 3.5 (c)(4) for first reading.

Motion: Mr. Russell
Second: Mr. Mayhew

The motion was approved by unanimous roll call vote.

EXTENSIONS OF ELIGIBLE LISTS

Information item only.

ELIGIBLE LISTS ESTABLISHED

Information item only.

EXAMINATIONS ANNOUNCED

Information item only.

CITIZENS ADDRESSING THE CIVIL SERVICE BOARD ON MATTERS NOT ON THE AGENDA

There was no further business, President White declared the meeting adjourned at 1:47 p.m.

Bill White

Bill White
President

John Worcester

John Worcester
Acting Secretary