

Sacramento, California,

September 25, 1929.

The Civil Service Board of the City of Sacramento met in special session on the above date at 5:00 o'clock P.M. in their office, Room 106 City Hall, President Chenu presiding.

PRESENT: Commissioners Weisman, Mason, and Chenu.  
ABSENT : None.

A communication was received from Manuel Hendrickson, Attorney-at-law, with a statement attached from Dr. Herbert S. Burden relative to the physical condition of Bernice K. Burt. These letters were ordered filed with other data on this case.

A communication was received from Bernice K. Burt relative to an extension of her 90 day leave of absence due to illness, which expired September 24, 1929. Upon motion by Commissioner Mason, seconded by Commissioner Weisman, and unanimously carried, Mrs. Burt was granted a leave of absence until February 1, 1930 ✓

The request of Dr. Hall to employ two nurses at salaries below the present salary range established, in order that he might have the services of an extra nurse instead of one nurse and a registration clerk, was discussed by the Board. No action was taken by the Board.

A copy of a communication presented to the City Council by Peter J. Wilkie with reference to certain employees in the Park Department was ordered filed.

An opinion was received and read from H. B. Bradford, City Attorney, with reference to the financial responsibility of the Board in approving pay rolls. This opinion was ordered filed.

" There is no provision in the Charter requiring that your board approve pay rolls. I am informed, however, that Clyde Seavey, when manager, directed the controller to have the payrolls approved by your board as to the proper appointment of the persons appearing thereon; and that your board assumed said task. This is a department order merely and involves you in no financial responsibility.

It would appear that this order is merely carrying out the thought expressed in the Charter when it required your secretary to be a deputy controller. (S.42)"

A communication was received from H. B. Bradford relative to the stenographer now employed in the office of the City Attorney. This communication was ordered filed.

The leave of absence for John Sullivan, and the extension of a leave for Elizabeth Link were placed before the Board. The Board gave consideration to Rule 8 of the Civil Service Regulations which states the time that an employee may be away from work either on leave for sickness or otherwise. Upon motion by Commissioner Mason, seconded by Commissioner Weisman, the Secretary was instructed to notify the department heads of this regulation.

The Secretary was instructed to advise F. J. Doherty that in order to be placed on the eligible list for Sanitary Inspector it would be necessary to present discharge papers on or before October 15, 1929.

The Civil Service form received from the Engineering Department showing a change of classification for T. D. Hurley, F. Frieske, J. A. Sayers, C. E. Gordon, and D. B. Smith from Rodman to Junior Engineer was presented to the Board. Upon motion by Commissioner Mason, seconded by Commissioner Weisman, and unanimously carried the Secretary

was instructed to advise the Engineering Department that it would be necessary for these men to take an examination in order to be placed in this classification.

The question of a change of the stamp now used to approve the pay rolls was discussed by the Board. This question arose due to the various opinions presented to the Board by the City Attorney as to the exact powers of the Board. Upon motion by Commissioner Mason, seconded by Commissioner Weisman, and unanimously carried the Board determined that the present stamp should be continued to be used.

The Board next proceeded to review the examination papers for Assistant Building Inspector. Upon completion of the review, it was determined that no one had passed the examination. The Board then opened the envelopes and determined the identity of the candidates. Upon motion by Commissioner Weisman, seconded by Commissioner Mason, the Secretary was instructed to proceed to formulate another examination for Assistant Building Inspector and to bring the same before the Board for review.

The Board next proceeded to discuss promotional examinations to be held for Detective Sergeant, Desk Sergeant, Captain in the Fire Department, and Engineer in the Fire Department. Upon motion by Commissioner Weisman, seconded by Commissioner Mason, the Secretary was instructed to prepare these examinations for the approval of the Board by October 16th.

There being no further business, the Board adjourned at 5:35 o'clock P.M. to meet again at the call of the Chair.

*JAS. Zubas*  
S e c r e t a r y.

APPROVED:

*Chris Chenna*  
P r e s i d e n t.