

December 5, 1940

Leave of Absence

France, R. R. - Leave from 9/1/40 to 9/30/40 a/c illness (without pay).
 Satti, M. P. - Leave from 10/30/40 to 12/31/40 without pay a/c illness.

There being no further business, the Board adjourned at 11:00 P.M. to meet again at the Call of the Chair.

H. H. Jaqueth
 Secretary

APPROVED:

Leroy Deise
 President

MINUTES OF CIVIL SERVICE BOARD
 CITY OF SACRAMENTO
 SPECIAL MEETING

January 15, 1941

The Civil Service Board met in special session in their office at 7:45 P.M.

PRESENT: Commissioners Cavanaugh and Deise.
 ABSENT: Commissioner Stacy.

MINUTES, READING OF

Approved

the order of the Board.

SENIOR CLERK PROMOTIONAL
ELIGIBLE REGISTER #121a

Register Created

Mr. Cavanaugh moved that the minutes of December 5, 1940, be approved as read; seconded by Mr. Deise, thereupon becoming

After reviewing duties as required and performed by Senior Clerks and determination that it would be for the good

of the public service and promote efficiency in departmental organization,

January 15, 1941

Mr. Cavanaugh moved that the following Senior Clerk Promotional Eligible Register #121a be established composed of names of those now employed by the City in the order of percentages indicated thereon and whose names appeared upon the Senior Clerk Eligible Register #121; seconded by Mr. Deise, thereupon becoming the order of the Board.

SENIOR CLERK PROMOTIONAL ELIG. REG. #121a

<u>Position On List</u>	<u>Name</u>	<u>Percentage Grade</u>
1.	Arthur V. Smith	82.27
2.	Rodney McWilliam	79.11
3.	Fred L. Freitas	78.94
4.	Earl Worley	76.49
5.	Harry J. Carlson	76.25
6.	Thomas W. Oldham	76.16
7.	Isabelle Bird	75.76

WATCHMAN, WATER DEPT.

Correspondence re.

A letter from C. M. Hoskinson, Acting Superintendent, Division of Water, dated October 29, 1940, relating to the duration

of employment of Watchmen at the Filtration Plant was read and ordered filed.

MATRON, POLICE DEPT.

Hours of Duty

A letter from A. K. McAllister, Chief of Police, dated October 30, 1940, relating to hours of duty of Matron at the Police

Department was read and ordered filed.

CAPTAIN-FIRE DEPT. EX. #146

The Board again reviewed the announcement notice previously reviewed November 14, 1940, and after discussion Mr. Cavanaugh moved that applications be received until 12:00 noon February 1, 1941, after which date determination would be made as to the date of the written examination and that the revised announcement notice and scope of examination as approved November 8, 1940, for Captain-Fire Department Examination #146 be re-approved; seconded by Mr. Deise, thereupon becoming the order of the Board.

January 15, 1941

ENGINEER-FIRE DEPT. #147

Scope of ex. approved

Mr. Cavanaugh moved that applications be received until 12:00 noon February 1, 1941, after which date determination would be made as to the date of the written examination, and the revised announcement notice and scope of examination as approved November 8, 1940, for Engineer-Fire Department Ex. #147 be reapproved; seconded by Mr. Deise, thereupon becoming the order of the Board.

BUNTE, SADIE

The request of Miss Bunte, dated June 27, 1940, previously reviewed by the Board, was ordered filed.

AIRPORT ATTENDANT EXAM. #134

Elig. Reg. Established

After determination that the thirty day period for review of examination papers had elapsed and no requests had been made by candidates for changes, Mr. Cavanaugh moved that the Airport Attendant Eligible Register #134 be established as follows, effective December 1, 1940; seconded by Mr. Deise, thereupon becoming the order of the Board:

AIRPORT ATTENDANT ELIGIBLE REGISTER #134

<u>Position On List</u>	<u>Name</u>	<u>Percentage Grade</u>
1.	Bernard C. Ewart	84.43
2.	Henry P. Warren	84.40
3.	Winfield L. Bogue	84.03
4.	Howard Severson	83.26
5.	Glen E. Roloff	80.68
6.	Douglas A. Sheffield	80.54
7.	Joseph J. Decetis	79.39
8.	Merton E. Brinckerhoff	72.87

LIBRARY CLERK EXAM. #143

Date set for Pers. Interv.

After reviewing the outcome of raw scores for the written portion of this examination, Mr. Cavanaugh moved that those receiving a score of at least 150 in the written portion of the examination be considered as receiving a passing grade in this part of the

examination; seconded by Mr. Deise, thereupon becoming the order of the Board.

Thereafter, identification sheets were opened and Mr. Cavanaugh moved that January 22, 1941 be set as a date for personal interviews; seconded by Mr. Deise, thereupon becoming the order of the Board.

ELECTRICAL INSPECTOR EX. #149
ELECTRICIAN EXAMINATION #150

After reviewing examination papers and opening identification envelopes, Mr.

Date Set for Pers. Interv. Cavanaugh moved that January 28, 1941, be set as a date for holding personal interviews for Electrical Inspector Exam. #149 and Electrician Exam. #150; seconded by Mr. Deise, thereupon becoming the order of the Board.

LABORER EXAM. #145

After reviewing raw scores acquired by candidates in this examination, Mr.

Cavanaugh moved that those attaining a score of at least: 61 -- Block Handling Test #2; 30 seconds -- Sack Carrying, Test #3; 8 lifts -- Weight Lifting, Test #4; and 63 seconds -- Wheelbarrow Test #5 be considered as receiving a passing grade in each section of the examination and that a tentative eligible register be posted listing names in order of percentage received; seconded by Mr. Deise, thereupon becoming the order of the Board.

After reviewing reports received from the Police Department, Mr. Cavanaugh moved that, because of Police Department records, the following names be considered as ineligible of being placed on the Laborer Eligible Register #145; seconded by Mr. Deise, thereupon becoming the order of the Board.

Wilfred K. Clark
Carl Ficker
Z. D. Walter Gaines
Joseph F. Houk
Howard W. Hubner
Louis W. Jellicich
Dean F. Jones
Willie Kemp

Chancey Lester
Ivor R. Martin
Bruce H. Moxley
George F. Plescia
Jesse A. Tate
Tillie J. Taverna
William O. Wheeler
Thermon J. Williams

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SERVICE STATION ATTENDANT
EXAMINATION #151

Scope of Ex. Approved
Date Set for Exam.

announcement notice and scope of examination dated January 15, 1941 be approved and that the written portion of the examination be held February 18, 1941; seconded by Mr. Deise, thereupon becoming the order of the Board.

SEMI-SKILLED LABORER
OPERATOR EXAM. #152

Scope of Exam.
Approved

scope of examination dated January 15, 1941, be approved; seconded by Mr. Deise, thereupon becoming the order of the Board.

JUNIOR CIVIL ENGINEER

Scope of Ex. Approved
Date Set for Exam.

scope of examination dated January 18, 1941 be approved with April 12, 1941 set as a date for holding the written examination; seconded by Mr. Deise, thereupon becoming the order of the Board.

SILVA, GEORGE

Appt. Re-approved

The appointment of George Silva as Laborer-Handyman, Water Dept., as of October 16, 1939, was re-approved by the Board.

DEPARTMENTAL REPORTS
APPROVAL OF

After review of departmental reports, Mr. Cavanaugh moved that same be approved; seconded by Mr. Deise, thereupon becoming

the order of the Board.

City Library

McNeill, Olive
Webb, Ruth D.

- Perm. Appt. 1/1/41 Junior Librarian @ \$125 Month, Exempt.
- Temp. Appt. 1/8/41 Junior Librarian @ \$125 Month, Exempt.

January 15, 1941

Waste Removal Department

Burgess, Marion - Temp. Appt. 11/27/40 Garbageman (Emerg.) @ \$5.25 Day.
 Craig, Vernon - Temp. Appt. 12/5/40 Garbageman, Ex. Bd. @ \$5.25 Day
 Haywood, Jack A. - Temp. Appt. 10/16/40 Garbageman, Ex. Bd. @ \$5.25 Day from
 list.
 Machen, A. A. - Temp. Appt. 11/22/40 Garbageman, Ex. Bd. @ \$5.25 Day
 from list.

Water Department

Bianchi, Louis - Temp. Appt. 11/28/40 Boilermaker @ \$8.00 Day.
 Jones, Ray - Temp. Appt. 12/19/40 Engineering Aid @ \$125 Mo. from list.
 Lassner, Ed - Temp. Appt. 6/1/37 Filter Operator @ \$7.45 Day from list.
 Parker, Edward A. - Prob. Appt. 1/13/41 Junior Clerk @ \$125 Month from list.

Leave of Absence

Finnegan, L. - Leave without pay from 12/16/40 to 12/31/40, Park Dept.
 France, R. R. - Leave without pay from 10/1/40 to 11/30/40, a/c illness.
 Russell, Alexander - Leave without pay from 12/19/40 to 12/18/41.
 Simms, Harold B. - Leave without pay from 1/1/41 to 12/31/41.

Transfers

Denton, H. Q. - Trans. 12/9/40 Garbageman, Waste Removal Dept. to Service
 Station Attendant, Corporation Yard, from \$5.50 Day to
 \$125 Month.
 Meyers, Frank - Trans. 1/1/41 as Caretaker, Recreation Dept. to Public
 Service Division @ \$90.00 Month.
 Slocumb, Joseph - Trans. 12/27/40 as Electrician @ \$11.00 Day from Street
 Lighting to Water Department.

There being no further business, the Board adjourned at 10:30 P.M. to
 meet again at the Call of the Chair.

H. H. Jaqueth
 Secretary

APPROVED:

Leroy E. Weir
 President