

October 14, 1937

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

October 14, 1937

The Civil Service Board met in special session in the office of the Board at 7:30 P.M.

PRESENT: Commissioners Deise and Stacy.
ABSENT : (President Chenu deceased).

UTT, DR. JAMES G.

Dr. Utt appeared before the Board stating that in 1921 he became ill with Bovine Tuberculosis, taking what he thought was a leave of absence at that time. After being away for a month or so, he said that Commissioner Chas. A. Bliss requested his resignation in order that his position might be filled. He again commenced work for the City in August, 1922, 15 months after resigning in May, 1921, and was employed until November of 1922, then being unemployed until June, 1923, from which date he has been employed continuously by the City. Dr. Utt presented a letter from Mr. Bliss dated September 4, 1937 setting forth Mr. Bliss's impressions regarding this matter and a letter from Dr. Burt F. Howard dated September 8, 1937, also discussing the matter. A letter was also presented from Dr. Wm. K. Lindsay further discussing the question. After discussion the Board advised Dr. Utt that in accordance with the provisions of Rules and Regulations and due to his being absent for a period of more than one year from City service, it would be impossible for the Board to give him a date of appointment prior to June, 1923, but that due to Charter amendments and the fact that he had not missed more than three years, he still was eligible for retirement from the January, 1914 date of appointment.

BLACKSMITH-WELDER EXAM. #106

Berryessa, Noan

Mr. Berryessa appeared before the Board Stating that he was third on the Blacksmith Eligible Reg. #106 and due to the fact that he has not yet been employed, he requested information relative to certifica-

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tion and the number of times which he may waive same in the event he accepted other employment. The Board informed Mr. Berryessa regarding the rules in this matter.

CHIEF FIRE ALARM OPERATOR
EXAMINATION #110

Personal Interviews

At this time the Board interviewed those who had successfully passed the written portion of this examination

and were present, after which grades were computed and the following Tentative Eligible Register was ordered established, effective October 15, 1937, and the Secretary was requested to advise candidates that they may review their papers during the next thirty day period:

TENTATIVE ELIGIBLE REGISTER
CHIEF FIRE ALARM OPERATOR EXAM. #110
Effective: October 15, 1937

<u>No.</u>	<u>Name</u>	<u>Grade</u>
1	Harry L. Coon	87.06 %
2	Carl J. Kistle	82.99
3	Horace S. Winters	81.98
4	Peter S. Garbolino	80.33

NAMES OFF LISTS

The Secretary reported that the following names had been removed from eligible registers either because

those notified either failed to report or certifications were returned by postal authorities.

<u>Name</u>	<u>Eligible Register</u>
Garland, Alvin L.	Laborer Elig. Reg. #83
Gianatasio, Wm. G.	Laborer Elig. Reg. #83
Greer, Robert G.	Laborer Elig. Reg. #83
Jones, Garland W.	Laborer Elig. Reg. #83
Long, Thomas	Laborer Elig. Reg. #83
Reitz, H. D.	Laborer Elig. Reg. #83
Vierra, Reuben E.	Laborer Elig. Reg. #83
Winckler, Chas. C.	Laborer Elig. Reg. #83

DEPARTMENTAL REPORTS
APPROVAL OF

After discussion and review of the following reports, it was the order of the Board that same be approved.

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CAVANAUGH, BARTLEY W.

Appointed Commissioner

The Secretary presented City Council Resolution #793 appointing Mr. Bartley W. Cavanaugh as a member of the Civil Service

Board to fill the unexpired term ending January 4, 1938 of Chas. J. Chenu, deceased.

PUMP OPERATOR EXAM. #112

Exam. Held

At this time the Board, assisted by Mr. John Kinsman, examined those who had applied for this position and were present.

At the conclusion of this portion of the examination the Board recessed at 5:30 P.M. to meet again October 23, 1937 at 1:30 P.M.

R E C E S S

October 23, 1937

The Civil Service Board reconvened at 1:30 P.M. at the Head House of the Filtration Plant.

PRESENT: Commissioners Deise and Cavanaugh.

ABSENT: Vice-Pres. Stacy.

Mr. Cavanaugh arrived at 2:00 P.M.

PUMP OPERATOR EXAM. #112

Exam. Held

The Board, assisted by Mr. John Kinsman, examined those who had applied for this position and were present. At the con-

clusion of the examination the Board computed grades and instructed the Secretary to prepare a tentative Pump Operator Eligible Register.

WASTE REMOVAL DEPT. REQUEST

Special Investigator

A request of the Waste Removal Department for a Confidential Investigator was considered by the Board and approval to make

an appointment to this position was granted provided the period of employment was specified.

FINGERPRINT TECHNICIAN EX. #114

Inasmuch as the Police Department had made request for an employee with this classification, the Secretary was instruct-

ed to prepare examination material for this examination.

Mr. Cavanaugh was excused at 3:30 P.M.

There being no further business, the Board adjourned at 6:00 P.M. to meet again at the Call of the Chair.

APPROVED:

Joseph T. Stacy
Vice President

H. H. Jaqueth
Secretary

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

October 29, 1937

The Civil Service Board met in special session in the office of the Board at 8:00 P.M.

PRESENT: Commissioners Deise, Cavanaugh, and Vice-Pres. Stacy.
ABSENT: Secretary Jaqueth.

ELECTION OF OFFICERS

In order to fill the vacancy of Chas. J.

Chenu, Mr. Cavanaugh moved that Dr. Stacy

be elected President of the Civil Service

Board; ^{C.S.B. 12-2-37} for the next two-year period; seconded by Mr. Deise and carried with the following vote:

AYES: Commissioner Cavanaugh and Commissioner Deise.

NOES: None

NOT VOTING: Commissioner Stacy.

Due to Dr. Stacy having been elected President, Mr. Cavanaugh moved that Mr. Deise be elected as the Vice-president; seconded by Dr. Stacy and carried with the following vote:

AYES: Commissioner Cavanaugh and Commissioner Stacy.

NOES: None

NOT VOTING: Commissioner Deise.

WOODS, GEORGE

Mr. Tom Monk appeared in behalf of Mr.

Woods to again discuss his being placed

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on the Junior Clerk Lay-off list after having been discharged from the Water Department. After discussion, a decision in this matter was postponed until such time as a letter might be received from R. E. Mittelstaedt, Superintendent of the Water Department, relative thereto.

PUMP OPERATOR EXAM. #112

Elig. Reg. Established

The results of the Pump Operator Examination were examined and reviewed by the Board and Mr. Deise moved that the

following Pump Operator Eligible Register be established effective November 3, 1937; seconded by Mr. Cavanaugh and unanimously carried.

Pump Operator Eligible Register #112
Effective: November 3, 1937

<u>No.</u>	<u>Name</u>	<u>Grade</u>
1	Louis Laughlin	94.50
2	M. J. Smith	93.50
3	Roy L. Hendricks	92.84
4	Clyde R. Beard	92.00
5	Bruce Guthrie	91.50
6	John X. Hutchings	91.17
* 7	Joseph Stuberak	90.50
* 8	Sam J. Rippon	90.00
9	Jake Harwitz	89.84
10	Philip Holland	88.34
11	James Jackson	87.34
12	Benjamin Mansur	87.00
13	Charles H. Kinkel	85.75
14	Ralph A. Yoerk	85.00
15	Theodore Saurer	85.00
16	James F. Chase	84.67
17	Orland R. Cox	82.50
18	Dixon H. Stair	81.00
19	Joel H. Peterson	80.00
20	Hilton A. Strong	75.50
21	Frank O. Fleming	74.33
22	Wilho E. Lahti	73.75
23	LaMar Lewis	73.50
24	Albert Lazzarini	70.00

* Indicates applicant received 10 points additional for Veteran Credit.

JUNIOR FINGERPRINT TECHNICIAN
SENIOR FINGERPRINT TECHNICIAN

Classification Established

After reviewing the duties required of Fingerprint Technicians in the Police Department, it was the opinion of the

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Board that both Junior Fingerprint Technician and Senior Fingerprint Technician classifications should be established, and Mr. Deise moved that a classification for Junior Fingerprint Technician be established with a salary range of \$125.00 to \$170.00 per month; seconded by Mr. Cavanaugh and unanimously carried.

After discussion, Mr. Deise moved that the classification of Senior Fingerprint Technician be established with a salary range of \$170.00 to \$210.00 per month; seconded by Mr. Cavanaugh and unanimously carried, whereupon the Secretary was requested to prepare definitions for these classifications.

CRUMP, JOHN
BAKER, GEORGE
LANE, JOHN

Classification

After investigating the duties and fitness of Mr. Crump, employee in the Police Department, Mr. Cavanaugh moved that he be classified as Senior Fingerprint Technician;

seconded by Mr. Deise and unanimously carried.

After investigating the duties and fitness of Messrs. Baker and Lane to hold the position of Junior Fingerprint Technician, Mr. Cavanaugh moved that they be so classified; seconded by Mr. Deise and unanimously carried.

JUNIOR FINGERPRINT TECHNICIAN
EXAMINATION #114

After reviewing duties and minimum qualifications considered essential for employees with this classification, the

Board ordered that an examination be held November 16, 1937 for this position and instructed the Secretary to prepare examination material.

KYLE, MRS. S. L.

Classification

After discussing and reviewing Mrs. Kyle's employment record and also investigating the 1928 Civil Service list

and determining that Mrs. Kyle's name no doubt had been omitted therefrom because she was a part-time employee, Mr. Deise moved that Mrs. Kyle be classified as a Junior Clerk because she had served at least one year of employment as Junior Clerk prior to June 1, 1928 in accordance with the Civil Service

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Board resolution adopted May 29, 1928 and has been continuously employed since that time; seconded by Mr. Cavanaugh and unanimously carried.

DEPARTMENTAL REPORTS
APPROVAL OF

After review and discussion of the following reports received from the departments, it was the order of the

Board that same be approved:

City Attorney

Glenn, Everett M. - Temp. Appt. 10/17/37 Pros. Atty. @ \$225.00 Mo. Exempt.
Glenn, Everett M. - Temp. Appt. 10/18 to 20/37 Pros. Atty. \$225. Mo. Exempt.
Glenn, Everett M. - Temp. Appt. 10/26/37 Pros. Atty. \$225.00 Mo. Exempt.

Engineering Department

Ettel, Phillip H. - Temp. Appt. 10/12/37 Carpenter @ \$9.50 Day from list.
Opdyke, Alva - Temp. Appt. 10/12/37 Carpenter @ \$9.50 Day from list.
Woldit, Lester E. - Temp. Appt. 10/20/37 Electrician @ \$10. Day from list.

Fire Department

Deise, C. W. - Perm. Appt. 9/1/37 Captain @ \$225.00 Mo. from list.
Modell, Robert E. - Prob. Appt. 10/11/37 Hoseman @ \$170. Mo. from list.

Health Department

Cole, Revere - Temp. Appt. 10/24/37 to 11/6/37 Substi. Relief Surgeon @ \$135.00 Mo., Exempt.
Kyle, Mrs. S. L. - Temp. Appt. 10/18/37 Jr. Clerk, Full Time @ \$115. Mo.
Oppliger, Jeannette - Temp. Appt. 10/25/37 Public Health Nurse @ \$150. Mo, Exempt.

Waste Removal Department

Cunningham, Elmer - Reinst. Truck Driver 10/25/37 @ \$5.76 Day from list.
Harvey, Benjamin - Temp. Appt. 10/5/37 Garbageman @ \$4.61 Day from list.
O'Brien, John F. - Temp. Appt. 10/25/37 Confidential Investigator @ \$150 Mo.

Water Department

Coy, Alma B. - Temp. Appt. 10/13/37 Laborer @ \$115.00 Mo. from list.
Dunbar, O. - Temp. Appt. 10/11/37 Laborer @ \$115.00 Mo. from list.
Hulen, F. - Temp. Appt. 10/4/37 Laborer @ \$115.00 Mo. from list.

There being no further business, the Board adjourned at 10:25 P.M. to meet again at the Call of the Chair.

APPROVED:

Jos. T. Stacy
President

H. H. Jurech
Secretary