

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
Regular Meeting

June 18, 1958

The Civil Service Board met in regular session at 5:30 P.M.

PRESENT: Commissioners Alexander, Deise and Wright

ABSENT : None

Minutes of the previous meeting were approved as read.

NEW EXAMINATIONS SCHEDULED

Announcement Notices for the following examinations were approved:

No. 543 Asst. Real Property Appraiser
" 544 Stores Clerk
" 545 Painter

PARKING LOT ATTENDANT EX. #537
Eligible Register

Written test scores of Parking Lot Attendant Examination No. 537 held May 24, 1958, were reviewed.

Minimum qualifying score was set at 420 of a possible 600. Personal Interviews were eliminated and the following eligible register established to become effective June 6, 1958:

PARKING LOT ATTENDANT ELIGIBLE REGISTER NO. 537

#1.	Thomas B. Channel, Jr.	98.21%
#2.	Ellis L. Howard	96.00
#3.	Ellis H. Stagnaro	95.71
#4.	William F. Wymore	92.14
#5.	Harry L. Jaspar	91.36
6.	James J. Macchiavelli	91.21
#7.	Robert T. Neu	88.14
#8.	Cecil C. Cropp	87.79
#9.	Stanley W. Wolfe	86.43
#10.	Floyd A. Epling	86.14
#11.	Donald G. Root	85.64
#12.	Louis R. Weaver	82.67
13.	Jon Frieseke	79.79
14.	Chris A. Morgensen	79.50
15.	John P. Mulligan	79.21
16.	Leonard M. Flannigan	77.14
17.	Leland E. Willett	76.50
18.	John M. Gillis	75.14

PARKING LOT ATTENDANT ELIGIBLE REGISTER NO. 537 (Cont'd.)

19.	Robert H. Pratt	74.43%
20.	Chester T. Farrell	74.33
21.	Charles K. Baugh	72.86
22.	Louis A. Sidhu	72.00
23.	Edwin E. Carpenter	70.71
24.	Harry E. Slightam	70.50
25.	Herman C. Katt	70.48

(# Indicates applicant received 10 points Veterans' Credit.)

HANDYMAN EX. #540
Eligible Register

Written test scores of Handyman

Examination No. 540 held June 14,
1958, were reviewed.

Minimum qualifying score was set at 70 of a possible 100. Personal Interviews were eliminated and the following eligible register established to become effective June 26, 1958:

HANDYMAN ELIGIBLE REGISTER NO. 540

#1.	Richard S. Rodriguez	96.00%
#2.	James E. Ledford	92.00
#3.	Philip L. Lenoir	91.00
4.	Harry E. Slightam	90.00
#5.	Frank S. Quinn	88.00
6.	A. Snyder Wells	87.00
#7.	Ronald J. Cascio	85.00
8.	George D. Fator	84.00
#9.	Joseph A. Reaves	84.00
#10.	George E. Hall, Jr.	82.00
#11.	Mac Lopez	81.00
12.	Clyde H. Unkrich	81.00
13.	Albert Suarez	79.00
14.	Levi E. Greene	70.00

(# Indicates applicant received 10 points Veterans' Credit.)

CHANGE OF PREVAILING RATES

Machinist Helper, Machinist,
Blacksmith Welder, Burner & Welder,
Machinist Foreman

In accordance with agreement between

Automotive Lodge No. 2182 Inter-

national Association of Machinists

and Construction Industries consisting of J. R. Reeves Company and A. Teichert & Son, Inc. hourly rates for the following classes were adopted to become effective July 1, 1958:

June 18, 1958

Machinist Helper	\$2.53 Hour
Machinist	3.00 "
Blacksmith Welder	3.00 "
Burner & Welder	3.00 "
Machinist Foreman	3.30 "

CHANGE OF PREVAILING RATES

Electrician Apprentice, Electrician,
Electrician-Lineman and Electrician
Foreman

In accordance with union con-
tract between Electrical Workers'
Local No. 340 IBEW and the

Sacramento Valley Chapter of the National Electrical Contractors' Association,
hourly rates for the following classes were adopted to become effective July 1,
1958:

<u>Class</u>	<u>Union Rate</u>	<u>Amount deducted from Hourly rate under union contract for Vacation Fund</u>	<u>Hourly Rate for City Employees</u>
Electrical Apprentice (90% of Journeyman Rate)	\$3.65 Hr.	15¢	\$3.50 Hr.
Electrician	4.06 "	16¢	3.90 "
Electrician-Lineman	4.06 "	16¢	3.90 "
Electrician Foreman	4.36 "	17¢	4.19 "

Since the Union Contract provides for 4% to be deducted from the employee's
pay for vacation fund, this 4% is deducted from the Union rate to determine the
hourly rate to be paid city employees in the above classes.

CHANGE OF PREVAILING RATES

Plumber and Plumber Foreman

In accordance with agreement
between the Associated Plumbing
Contractors of Sacramento and

Plumbers' Union Local No. 447, the hourly rates for the following classes were
adopted to become effective July 1, 1958:

Plumber	\$3.92 $\frac{1}{2}$ Hour
Plumber Foreman	4.42 "

CONSTANCE PHILLIPS

Request Leave of Absence

Communication dated May 26, 1958
from Constance Phillips, Clerk II
in the Purchasing Department for

an additional six months leave of absence, was considered.

June 18, 1958

The Secretary advised that Mrs. Phillips was granted a 90 day leave of absence by William Robbins, Purchasing Agent, which expired June 17, 1958. Motion made by Mr. Wright that the request for six months leave of absence be granted. Seconded by Mr. Alexander and unanimously carried.

REQUEST FOR HEARING

John C. Harris, Attorney
at Law, Re: Arnold Gamble

Request of John C. Harris, Attorney
at Law, dated June 18, 1958, for
a hearing before the Board on behalf

of his client, Arnold Gamble, in connection with an appeal from a demotion within grade as provided for under Section 8 of Salary Ordinance #2001, Fourth Series, was considered.

After discussion relative to the jurisdiction of the Civil Service Board in hearing this appeal, wherein the Secretary advised that Patrolmen are assigned to the class of Patrolman (Detective) at the discretion of the Police Chief and therefore no demotion within grade was involved, the Secretary was instructed to notify Mr. Harris that a special meeting would be arranged on June 24, 1958, at 5:30 P.M. for the purpose of giving Mr. Harris and Mr. Gamble an opportunity to appear before the Civil Service Board.

WESTERN REGIONAL CONFERENCE
PUBLIC PERSONNEL ASSOCIATION

The Board heard a brief report from
Messrs. Wright and McWilliam who
attended the Western Regional Con-

ference of the Public Personnel Association held in Vancouver, B. C. June 4, 5 and 6, 1958.

Because of the importance of these yearly regional and national meetings to Personnel Staff Members and Civil Service Commissioners in keeping properly informed of developments in the profession, the interchange of ideas with representatives of other agencies, and the discussion of mutual problems, a resolution was adopted urging the administration to have proper representation, both from the Personnel Department Staff and the Civil Service Board, at these conferences and meetings.

June 18, 1958

WORK PERMITS FILED

The following work permits, approved by department heads in accordance with Civil Service Board policy were filed:

<u>Name</u>	<u>Class</u>	<u>Type Work</u>	<u>Approved by</u>
Nordeste, Frank J.	Tree Trimmer Foreman	Tree Trimming	R. Renfree
Connally, A. R.	Tree Trimmer Foreman	Tree Trimming	R. Renfree

(All of the above in accordance with Civil Service Board policy not to exceed 8 hours per week.)

DEPARTMENTAL REPORTS APPROVAL OF

After review and agreement, it was the order of the Board that the following Departmental Reports be

approved:

Temporary Appointments

<u>Name</u>	<u>Classification</u>	<u>Department</u>
Carlson, Albert E.	Janitor	Crocker Art Gallery
Cirincion, Richard G.	Locker Attendant	Recreation
Galloway, Wayne J.	Recreation Leader	Recreation
Geary, Sally	Recreation Leader	Recreation
Green, Carole Ann	Cashier	Recreation
Lymuel, Harold	Refuse Collector	Waste Removal
Marsiglia, Carol	Dance Leader	Recreation
Newman, Russell	Refuse Collector	Waste Removal
Price, Willie	Refuse Collector	Waste Removal
Ramos, Donald	Lifeguard	Recreation
Redding, Claudia M.	Recreation Leader	Recreation
Reynolds, Frank A.	Parking Lot Attendant	Traffic
Risse, Grace Jean	Recreation Leader	Recreation
Schaffer, Bonnie	Telephone Operator	City Hall
Semas, Marietta	Clerk I	City Attorney
Sterling, Ward R. Jr.	Lifeguard	Recreation
Tillis, Adrian	Refuse Collector	Waste Removal
Verdina, Joan	Cashier	Recreation
Williams, James	Lifeguard	Recreation
Wilson, William	Serviceman Helper	Water

Exempt Appointments

Herr, Elmer	Bacteriologist & Chemist	Water
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Probationary Appointments

Anderson, Val	Airport Attendant	Airport
Bruton, Gore R.	Automotive Serviceman I	Waste Removal
Dockery, John	Refuse Collector	Waste Removal
Duffek, Virginia	Clerk I	Civil Defense

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Probationary Appointments (Cont'd.)

<u>Name</u>	<u>Classification</u>	<u>Department</u>
Fisher, Ancel	Utilityman, I	Recreation
Franklin, Polan	Refuse Collector	Waste Removal
Gaddi, Albert	Laborer	Park
Jones, John W.	Refuse Collector	Waste Removal
Lavine, Harold	Custodian I	Hall of Justice
McConnell, Robert L.	Auto Serviceman I	Corporation Yard
Miller, Louis A.	Parking Lot Attendant	Traffic
Moraes, Irvin	Junior Draftsman	City Engineer
Turner, Nema	Bookkeeping Machine Opr.	City Controller
Phillips, Leonard C.	Clerk III	Collector
Lambert, Ronile	Auto Mechanic	Corporation Yard
Seeber, William R.	Engineering Aide	City Engineer
Washington, R. C.	Refuse Collector	Waste Removal

Limited Term Appointments

Adams, Edgar A.	Laborer	Park
Adams, Theodore	Laborer	Street Cleaning
Albuquerque, John	Laborer	Park
Avalos, David R.	Laborer	Park
Avalos, John R.	Night Irrigator	Recreation
Bechtel, Russell W.	Laborer	Recreation
Beivelman, John J.	Custodian I	Auditorium
Binion, Reynolds Jr.	Laborer	Street Cleaning
Burnes, James	Laborer	Street Cleaning
Byng, Margaret	Clerk I	Emergency Hospital
Carras, Eugene	Night Irrigator	Recreation
Chaquica, Arthur D.	Laborer	Recreation
Chynoweth, Elmer B.	Laborer	Park
Correa, Louie F.	Laborer	Street Cleaning
Crandall, Gregory	Laborer	Recreation
Crane, John W.	Night Irrigator	Recreation
Crowe, Virgil	Night Irrigator	Recreation
Denton, Ellery	Laborer	Street Cleaning
Finale, John	Laborer	Park
Franzella, Castenzio	Custodian I	Auditorium
Gallick, Steve M.	Laborer	Park
Gough, William R. Jr.	Laborer	Recreation
Greeley, Russell D.	Laborer	Recreation
Guido, Thomas	Laborer	Recreation
Harrison, Arthur	Laborer	Street Cleaning
Jones, Arthur	Laborer	Recreation
Jones, Tommy	Laborer	Street Cleaning
Mikacich, Peter N.	Laborer	Park
Morrison, Jack	Night Irrigator	Recreation
Nelson, Albin C.	Laborer	Recreation
Oldham, Ronald W.	Laborer	Park
Pina, Christian J.	Laborer	Park
Porter, Robert B.	Laborer	Park
Stephens, James B.	Laborer	Park
Strojan, Steve J.	Laborer	Park

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Military Reserve Training

Baker, R. F. - Military Reserve Training 5/24 to 5/27/58 2 days Fireman
 Haley, Ralph J. - Military Reserve Training 5/20 to 5/22/58 Supt. Bur. of Rec.
 Yeager, Herbert L. Military Reserve Training 5/31 to 6/14/58 Sr. Airport Att.

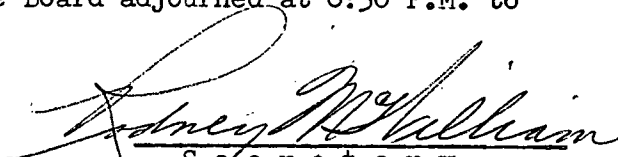
Military Service Replacement

Pogue, Charles - Military Service Replacement 5/16/58 Refuse Collector @
 \$300 Month Waste Removal Dept.

Reinstated from Military Leave

D'Alessandro, Sam R. - Reinstated from Military Leave 5/1/58 Laborer, Park Dept.

There being no further business, the Board adjourned at 6:30 P.M. to
 meet again at the Call of the Chair.


 Secretary

APPROVED:


 President

MINUTES OF CIVIL SERVICE BOARD
 CITY OF SACRAMENTO
 Special Meeting.

June 24, 1958

The Civil Service Board met in special session at 5:30 P.M.

PRESENT: Board Members Deise, Wright, Alexander; Personnel Officer Milton
 Faig, City Attorney Everett Glenn; Assistant Officer Rodney
 McWilliam.

Chairman Leroy Deise called the meeting to order and explained that this
 special meeting of the Civil Service Board had been arranged in order to per-
 mit Mr. Arnold Gamble and his attorney John C. Harris to appear in the matter
 of a request for a hearing, as per letter of June 18, 1958 following:

June 24, 1958

Dated June 18, 1958

The Civil Service Board, in Session
City of Sacramento
City Hall
Sacramento, California

Subject: Request of Arnold Gamble
for hearing before the Civil
Service Board of the City of
Sacramento.

Gentlemen:

Pursuant to the present salary ordinance of the City of Sacramento, Section 8 thereof, and in accordance with the language contained therein, request is hereby made of the Civil Service Board of the City of Sacramento to grant a hearing on the demotion within-grade action recently taken by the Sacramento Police Department against Arnold Gamble, formerly a Detective and presently a Patrolman.

It will be appreciated if this matter may be set for hearing at your earliest convenience.

Respectfully

By: JOHN C. HARRIS (Signed)
Attorney for Applicant

Sections 8, 10, 11 and 23 of Salary Ordinance No. 2001, Fourth Series, were cited by Mr. Harris as being relevant to this case, and that therefore the action taken against Mr. Gamble constituted a "demotion within grade", since his client had been reduced in salary by one step at the time he was removed from his duties as a Detective; that by action of the City Council in establishing a salary range for Patrolman (Detective) in 1951, his client had been "blanketed in" through this ordinance, since the ordinance did not then, as it does not now, specify the class of Patrolman (Detective) as being an assignment for which premium pay was given. As a result, specific request was made by Mr. Harris, on behalf of his client, for a hearing by the Board to determine whether the action taken by the Police Department did or did not constitute a demotion.

Milton Faig, Personnel Officer, advised the Board that the action taken

June 24, 1958

by the Police Department did not constitute a demotion, but instead was a re-assignment of duties from a detail where premium pay was authorized to a detail where no premium pay was involved. Further referred to excerpts from the minutes of the City Council Meeting of June 17, 1951 referring to the class of Patrolman (Detective) as being an "assignment"; that if the class had been set up as a promotional one that regular promotional examinations would have been held, which they have not; that Section 8 of the Salary Ordinance was not applicable since it referred to a "demotion-within-grade" which is a reduction in salary of an employee who remains in the same class; that Sections 10 and 11 of the Salary Ordinance refer to methods of establishing salaries of employees and therefore not applicable in this case; that the anniversary date for increases in salaries of Patrolmen assigned to Detective work remains the same and that there is no probationary period for a Patrolman assigned to Detective; that the job specification in the book of class specifications refers to a Patrolman's duties when "assigned" to Detective; that the Rules and Regulations of the Police Department also refer to the assignment of Patrolmen to detective work; and therefore the Civil Service Board had no jurisdiction to hear any appeal as requested.

Discussion followed as to the authority of the Civil Service Board to interpret the provisions of the Salary Ordinance as outlined in Section 23 of said ordinance, insofar as it might enable the Board to make a decision as to whether or not a hearing should be granted. The City Attorney, Everett Glenn, advised that the Civil Service Board did not have such authority.


Board Member Kenneth Wright stated that in his opinion an employee should have the right of appeal to the Civil Service Board in any matter affecting his status or conditions of employment, and that therefore a hearing should be granted in order to determine whether the case involved is a demotion within grade, as contended by Mr. Gamble and his attorney, or a re-assignment

from which there would be no recourse except to the appointing authority.

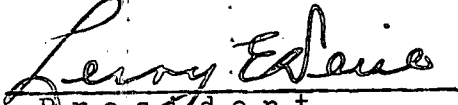
City Attorney Everett Glenn again advised that the Board had no jurisdiction to grant an appeal in this matter, since no demotion was involved.

Motion was made by Board Member Kenneth Wright that a hearing be granted to Mr. Gamble. There was no second to the motion, and Chairman Leroy Deise ruled that the motion was lost due to there being no second.

There being no further business, the Board adjourned at 7:30 P.M. to meet again at the Call of the Chair.


Secretary

APPROVED:


President

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
Special Meeting

July 23, 1958

The Civil Service Board met in special session at 5:30 P.M.

PRESENT: Commissioners Deise, Wright and Alexander

ABSENT : None

NEW EXAMINATIONS SCHEDULED

Announcement Notices for the following examinations were approved:

No. 546	Street Construction Inspector (Promotional)
" 547	Airport Attendant
" 548	Custodian I
" 549	Custodian II (Promotional)
" 550	Custodian III (Promotional)
" 551	Clerk I

CASHIER EXAMINATION #539
Eligible Register

Written Test Scores and Personal Interview ratings of candidates for Cashier Examination No. 539 held

held June 5, 1958, were reviewed. Minimum qualifying score in the written test was set at 420 of a possible 600. Personal Interviews were held June 18, 1958 with Qualifications Appraisal Board consisting of Walter Faig, City Treasurer; James Alexander, Board Member and Rodney McWilliam, Assistant Personnel Officer.

The following eligible register was established, to become effective July 1, 1958:

CASHIER ELIGIBLE REGISTER NO. 539

#1.	William F. Wymore	91.68%
#2.	Stanley W. Wolfe	87.55
#3.	Roy P. Munyer	86.48
#4.	Wilton L. Vaughan	84.36
5.	J. Harvey Margolis	83.95
#6.	Philip J. Dore	81.66
7.	Leonard M. Flannigan	75.54

(# Indicates applicant received 10 points Veterans' Credit.)

LIBRARY CLERK EX. #542
Eligible Register

Written Test Scores of Library
Clerk Examination No. 542 held
June 28, 1958, were reviewed.

Minimum qualifying score was set at 40 of a possible 80; Personal Interviews were eliminated and the following eligible register established to become effective July 10, 1958:

LIBRARY CLERK ELIGIBLE REGISTER NO. 542

1.	Virginia L. Kingsley	97.00%
2.	Esther V. Broadbeck	84.25
3.	Carol I. Van Liere	83.50
4.	Donna R. Grisby	83.50
5.	Clovys C. Riddleberger	82.00
6.	Cleone Kingsley	82.00
7.	Dorothy M. Williams	81.25
8.	Laura Y. Shiroy	80.50
9.	Nancy K. Fong	80.50
10.	Virginia V. Marshall	80.50
11.	Joy S. Matsumoto	80.50
12.	Jeanette K. Uchida	79.75
13.	Marjorie L. Marvich	79.75
14.	Janella A. Roberts	79.00
15.	Loretta D. McCan	79.00

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LIBRARY CLERK ELIGIBLE REGISTER NO. 542 (Cont'd.)

16.	Nancy W. Reeve	79.00%
17.	Nancy P. Wilfley	76.00
18.	Olive E. Clarkson	73.75
19.	Sara J. Puisis	73.75
20.	Eleanor A. Slightam	73.00
21.	Frances M. Dixon	72.25
22.	Henrietta Harris	71.50
23.	Leona L. Lawrence	70.75

PAINTER EXAMINATION #545
Eligible Register

Written Test scores of Painter

Examination No. 545 held July 19,
1958, were reviewed. Minimum

qualifying score was set at 90 of a possible 145; Personal Interviews eliminated; and the following eligible register established to become effective August 1, 1958:

PAINTER ELIGIBLE REGISTER NO. 545

#1.	Harry K. Andreas	88.18%
#2.	Russell L. Burge	88.18
#3.	Gerald L. Dugan	83.27
#4.	Stefan Wiowacki	82.73
#5.	Leo P. Morris	82.18
#6.	Daniel B. McDermott	81.64
7.	Theodore M. Cocker	81.45
#8.	Jack L. Boring	80.00
9.	Andrew H. Saunders	78.18
10.	George W. Southern	77.09
11.	William J. Nicolosi	76.55
12.	Leroy G. Rowland	71.64
13.	Edward W. Cummings	70.00

(# Indicates applicant received 10 points Veterans' Credit.)

STREET CONSTRUCTION INSPECTOR EX. #546
(Promotional)
Eligible Register

Personal Interview ratings of

Street Construction Inspector

Examination No. 546 held July 16,

1958 were reviewed. Qualifications Appraisal Board consisted of Carl Hawthorne, Supervising Engineer, Earl Simons, Personnel Technician II and James Alexander, Board Member. A minimum qualifying score of 70% was required, and the following eligible register established, to become effective July 28, 1958:

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STREET CONSTRUCTION INSPECTOR ELIGIBLE REGISTER #546
(Promotional)

1.	Carroll Swesey	85.00%
2.	Andrew J. Zaro	81.83
3.	Jacob P. Eres	76.10

EXTENSION OF ELIGIBLE REGISTERS

Upon recommendation of the Secretary, the following eligible registers were extended for a

period of one year from their normal expiration date:

<u>Eligible List</u>	<u>Extended to:</u>
#435 Policewoman	May 7, 1959
#437 Supervising Account Clerk	April 29, 1959
#457 Sub-Professional Librarian	August 25, 1959
#446 Traffic Linesman	July 1, 1959
#453 Machinist Helper	August 31, 1959

CHANGE OF PREVAILING RATES

Auto Mechanic
Master Mechanic
Body & Fender Repairman
Automotive Painter

In accordance with agreement between the Fleet Operators Association and the Sacramento Automotive Trades

Council, new hourly rates for the following classes were adopted and made effective July 1, 1958, having been approved by the Board members on this date:

Auto Mechanic	\$2.65 $\frac{1}{2}$ Hour
Master Mechanic	2.73 "
Body & Fender Repairman	2.75 $\frac{1}{2}$ "
Automotive Painter	2.75 $\frac{1}{2}$ "

CHANGE OF PREVAILING RATES

Painter
Painter Foreman

In accordance with agreement between Painters Local Union #487 and Painting and Decorating Contractors Association,

Inc. of Sacramento, new hourly rates for the following classes were adopted, to become effective July 24, 1958, upon motion made by James Alexander, seconded by Kenneth Wright, and unanimously carried:

Painter	\$3.50 Hour
Painter Foreman	\$3.85 "

PATROLMAN EXAMINATION NO. 541

Secretary advised that the written test, Mile Run, Physical Agility Tests and Personal Interviews of the Patrolman Examination No. 541 are all scheduled for Saturday, July 26, 1958.

Qualifications Appraisal Board to conduct the Personal Interviews to be composed of Leroy Deise and Kenneth Wright, Board Members and Bruce Guthrie, Police Captain.

RULE VII - PROMOTION EXAMINATIONS
Temporary Suspension - certain provisions of Section I

Motion made by Kenneth Wright that the following portion of Section I of Rule VII - "Promotion Examination"

be suspended:

. . . . "If there are not two (2) or more applicants for promotional examination, the Commission shall order an original entrance examination."

Motion seconded by James Alexander and unanimously adopted.

ASSISTANT CHIEF CASHIER
CHIEF CASHIER
Promotional Appointments

Motion made by Kenneth Wright that the positions of Assistant Chief Cashier and Chief Cashier (Assessor-

Collector's Office) be filled through the following procedure:

That the present eligible candidates (1 present Assistant Chief Cashier eligible for Chief Cashier; and 2 present Cashiers eligible for Assistant Chief Cashier) be required to appear before the Civil Service Board for oral examination for the purpose of evaluating their employment record with the city and to determine their general fitness for the positions to which the department head desires to promote them. Motion seconded by James Alexander and unanimously adopted.

RULE VII PROMOTION EXAMINATIONS
Reinstatement - certain provisions of Section I

Motion made by Kenneth Wright that the portion of Section I of Rule VII "Promotion Examinations" previously

referred to in this meeting, be reinstated. Motion seconded by James Alexander and unanimously adopted.

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APPEAL FOR RULING

John C. Harris, Attorney
Re: Arnold Gamble

Communication from John C. Harris,
Attorney for Arnold Gamble, dated
June 28, 1958, was read and con-

sidered. This letter requested a decision from the Board as to whether Arnold Gamble would be granted a hearing, since in his opinion no definite action had been taken by the Board at the meeting held June 24, 1958, and that therefore the matter was still before the Board.

Mr. Harris appeared before the Civil Service Board and requested that such a decision be made in order for him to determine any future course of action. Upon motion by James Alexander, properly seconded and passed, the matter was laid over for a special meeting of the Civil Service Board to be held July 30, 1958, at 5:30 P.M.

REQUEST - CLASSIFICATION SURVEY

Grace Dean, City Librarian

Communication from Grace Dean, City
Librarian, dated July 11, 1958, and
requesting that a survey of the

Library's classification plan be made by a competent "outside" authority, was read and considered.

After general discussion of the authority of the Civil Service Board relating to matters of classification, motion was made by Kenneth Wright that the matter be referred to the City Attorney for advice as to how the Civil Service Board should proceed with any reclassification plan for employees at the City Library. Motion seconded by James Alexander and unanimously carried.

SICK LEAVE REPORT

May 1958

Sick Leave Report for the month
of May 1958, showing the number
of days used on Sick Leave and

number of days on Special Leave was read and ordered filed.

WORK PERMITS FILED

The following work permits approved by department heads in accordance with Civil Service Board policy

were filed:

<u>Name</u>	<u>Class</u>	<u>Type Work</u>	<u>Approved by</u>
Alfred Renfree	Supvsr. Sports	Sports Official	R. Renfree
Chas. Gatejen	Asst. Superintendent	Flower Show Judge	R. Renfree
V. Ghilarducci	Gardener	Custodial Work	R. Renfree

(All of above in accordance with Civil Service Board policy, not to exceed 8 hours per week.)

DEPARTMENTAL REPORTS APPROVAL OF

After review and agreement, it was the order of the Board that the following Departmental Reports be

approved:

Temporary Appointments

<u>Name</u>	<u>Classification</u>	<u>Department</u>
Beall, William	Custodian III	Hall of Justice
Branscom, Hugh	Custodian I	City Library
Cassady, Charles	Custodian I	Hall of Justice
Fauntleroy, Richard	Refuse Collector	Waste Removal
Fong, Nancy Kay	Library Clerk	City Library
Hewelcke, James E.	Clerk II	Police
Hoshiko, Midori	Library Page (P/T)	City Library
Jackson, John	Refuse Collector	Waste Removal
Jenks, Donald A.	Stores Clerk	Purchasing
Marshall, Virginia	Library Clerk	City Library
Ottrix, John E.	Refuse Collector	Waste Removal
Sear, Russell	Custodian I	Hall of Justice
Valine, Robert	Parking Lot Attendant	Traffic

Exempt Appointments

Bell, Sarah B.	Junior Librarian	City Library
Biggs, Fowler	Asst. Physician & Surgeon	Emergency Hospital
Guthrie, Bruce	Captain	Police
Herr, Elmer	Bacteriologist & Chemist	Water
Johnson, Robert	Asst. Physician & Surgeon	Emergency Hospital
Mann, Marcia	Junior Librarian	City Library
Meredith, H. D.	Captain - Administrative	Police
Sappenfield, Lucile M.	Junior Librarian	City Library

Probationary Appointments

<u>Name</u>	<u>Classification</u>	<u>Department</u>
Bell, Joseph	Electrical Inspector	Electrical
Cotta, Frank	Sergeant	Police
Ellis, John	Serviceman Helper	Water
Felden, Merville E.	Power Mower Operator	Recreation
Garrett, Lewis	Refuse Collector	Waste Removal
Gould, Lester L.	Power Mower Operator	Recreation
Guidera, Carlo	Fireman	Fire
Hunter, Helen	Parking Meter Checker	Police
Guthrie, Gail	Parking Meter Checker	Police
Loval, Anna	Clerk I	Police
Margolis, J. Harvey	Cashier	Collector
Martin, Amparo	Clerk I	Waste Removal
Marty, Brenda	Clerk I	Recreation
McAlexander, Otis	Sergeant	Police
Morrison, Jack	Power Mower Operator	Park
Mulderrig, Francis K.	Patrolman	Police
Pogue, Charles	Refuse Collector	Waste Removal
Proske, Carol A.	Clerk I	Police
Reeves, Hobart	Laborer	St. Cleaning
Reich, Linda	Parking Meter Checker	Police
Rose, Richard A.	Fingerprint Technician I	Police
Schiele, Keith F.	Patrolman	Police
Scott, Donald H.	Patrolman	Police
Shiroi, Laura	Library Clerk	City Library
Simpson, Fannie L.	Parking Meter Checker	Police
Springer, Dan E.	Groundman	Park-Trees
Van Liere, Carol	Library Clerk	City Library
Van Vranken, Louise	Clerk II	Controller
Weisman, Sarah E.	Stenographer-Clerk I	Purchasing
Yaffee, Harry	Airport Attendant	Airport

Limited Term Appointments

Avis, Marcelino	Laborer	Water
Azevedo, Renald A.	St. Construction Worker	St. Maintenance
Beivelman, John J.	Laborer	Park
Bosley, James	Laborer	Water
Burr, Elroy	St. Construction Worker	St. Maintenance
Porter, Carllyn	Clerk I	City Treasury
Collard, William H.	Plant Operator I	St. Maintenance
Connelly, Thomas H.	St. Construction Worker	St. Maintenance
Connelly, Thomas	Plant Operator I	St. Maintenance
Culjis, Nick G. Jr.	Laborer	Park
Dionisio, William P.	St. Construction Worker	St. Maintenance
Duke, Jack	Spec. Activity Supvr.	Recreation
Edgar, Mark L.	Recreation Director	Recreation
Erauw, Clark E.	Laborer	Park
Fernandes, Ronald	St. Construction Worker	St. Maintenance
Gianulias, James C.	Laborer	Park

Limited Term Appointments (Cont'd.)

<u>Name</u>	<u>Classification</u>	<u>Department</u>
Gould, Jay A.	Laborer	Park
Grupe, George	St. Construction Worker	St. Maintenance
Harold, Leroy S.	Laborer	Park
Herberger, Maureen	Clerk I	Engineering
Houtman, John	Laborer	Park
Kirrene, Robert	Laborer	Park
Knezovich, Donald E.	Laborer	Recreation
Knowles, Peter	St. Construction Worker	St. Maintenance
Lack, John L.	Engineering Aide	Engineering
Lateano, Michael	Laborer	Recreation
Malnburg, Howard	Engineering Aide	Engineering
Marchaend, Jack R.	Laborer	Park
Marshall, Alvin K.	Laborer	Recreation
Martin, Amparo	Clerk I	Engineering
Mena, Domingo F.	Laborer	St. Cleaning
Miranda, Jackie	Clerk I	Assessor
Mueller, Joan	Stenographer-Clerk I	Water
Neves, Robert M.	St. Construction Worker	St. Maintenance
O'Kane, Ken	Plant Operator I	St. Maintenance
O'Kane, Ken	St. Construction Worker	St. Maintenance
Olson, Kenyon R.	St. Construction Worker	St. Maintenance
Pauly, Gerald	St. Construction Worker	St. Maintenance
Pegg, David	Laborer	Park
Perez, Jesse	Custodian I	Recreation
Pickett, Esther	Junior Librarian	City Library
Plasterer, Jack D.	Laborer	Recreation
Powell, Robert	Laborer	Park
Pratt, Robert H.	Truck Driver	St. Cleaning
Rich, Thomas	Laborer	Water
Rose, Bert A.	Laborer	Park
Ruppin, Milton J.	Water Waste Inspector	Water
Sayre, Fred L.	Street Const. Worker	St. Maintenance
Scordakis, Peter	Laborer	Park
Strayer, Charles	Laborer	Park
Thurn, George	Plant Operator I	St. Maintenance
Thurn, Richard L.	St. Construction Worker	St. Maintenance
Virga, John E.	Laborer	Park
Ward, Colon W.	Truck Driver	St. Cleaning
Werry, William M.	Laborer	Recreation
Williams, James	Recreation Director	Recreation
Wilson, William O.	Laborer	Park
Zaro, Andrew J.	Engineering Aide	Engineering

Reclassifications

Bachman, Burt - Reclassified from Dispatcher Clerk to Senior Dispatcher Clerk
 Bennett, Forrest E.- Reclassified from Dispatcher Clerk to Senior Dispatcher Clerk
 Johnson, Kenneth C.- Reclassified from Deputy Civil Defense Director to
 Asst. Civil Defense Director

Military Service

Marino, Frank - Military Service 7/1/58 Gardener, Park Dept.

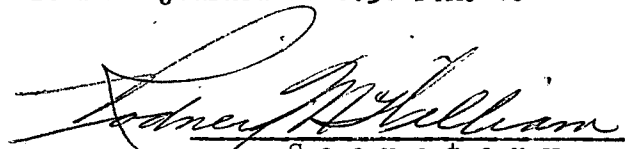
Military Reserve Training

Dockery, John	- Military Reserve Training 6/16 to 6/30/58	Refuse Col.
Haley, Ralph J.	- Military Reserve Training 7/12 to 7/28/58	Supt. Bureau of Records
Haley, Ralph J.	- Military Reserve Training 6/20 to 6/21/58	Supt. Bureau of Records
Hicks, James V.	- Military Reserve Training 7/16 to 7/18/58	Chief of Police
McGrath, Robert B.	- Military Reserve Training 6/14 to 6/29/58	Engineer-Fire
Miller, Louis A.	- Military Reserve Training 6/12 to 6/30/58	Parking Lot Attd.
Mincey, Willie	- Military Reserve Training 7/16 to 8/1/58	Refuse Collector
Morgan, Jack	- Military Reserve Training 6/13 to 6/30/58	Assessment Clerk
Newton, Bary N.	- Military Reserve Training 6/14 to 6/29/58	Fireman
Paular, Raymond	- Military Reserve Training 6/16 to 6/17/58	Accountant II
Rein, Louis F.	- Military Reserve Training 6/14 to 6/30/58	Patrolman
Soski, Walter H.	- Military Reserve Training 6/24 to 6/27/58	Detective
Taylor, Charles P.	- Military Reserve Training 6/13 to 7/1/58	Fireman


Military Service Replacement

Lennox, Leonard - Military Service Replacement 6/29/58 Refuse Collector
@ \$300 Month, Waste Removal

There being no further business, the Board adjourned at 6:30 P.M. to
meet again at the Call of the Chair.


Secretary

APPROVED:


President