

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
SPECIAL MEETING MAY 14, 1968

The Civil Service Board met in special session in the Council Chambers of the City Hall at 2:30 p.m.

PRESENT: Members Alexander, Erickson, Genshlea, Street

ABSENT: Member Diepenbrock

The Chairman, James Alexander, advised that this special meeting was for the purpose of hearing suggestions from employees, employee representatives, and department and division heads on a sick leave incentive plan as originally proposed by Roger Ekar, Business Representative, Stationary Engineers Local #39, representing Water Department plant employees.

Mr. Ekar presented an incentive plan which he explained and which he requested the Board to consider as a means of reducing over-all sick leave usage.

Mr. James Dasher, Business Agent of Firefighters Union Local #522, advised that the Firefighters Union had endorsed Mr. Ekar's proposal.

Mr. Joel Greenfield, member of the Sacramento Police Department, presented a proposal which he had worked out after consulting other members of the Police Department and which was explained to those present.

Mr. Wallace Sheehan, President of the Sacramento City Employees Association, presented proposals and requested that they be given consideration by the Board.

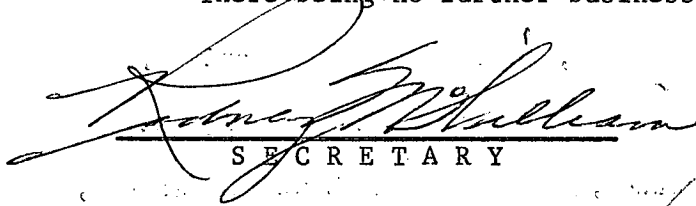
General discussion took place and questions were answered relating to procedures which must be followed in order to accomplish any change in the present sick leave rules and regulations.

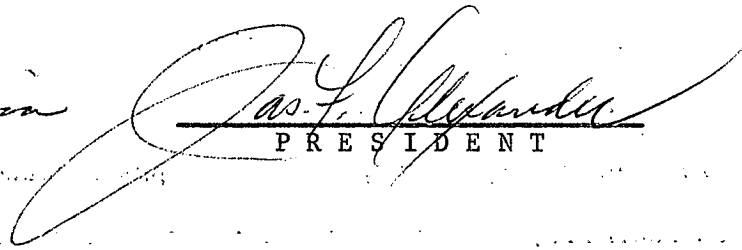
The Secretary advised that the Civil Service Board had the authority to

remove the 120 day maximum accumulation, but that other changes to include partial payments for accumulation, either annually or upon separation, would have to be approved by the City Council through adoption of an ordinance amendment.

The Chairman advised that further suggestions and proposals would be considered by the Board but that such proposals should be presented in writing to the Personnel Department.

There being no further business, the meeting adjourned at 3:30 p.m.

  
SECRETARY

  
PRESIDENT

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
REGULAR MEETING                      May 21, 1968

The Civil Service Board met in regular session in the Conference Room at 819 Tenth Street at 1:30 p.m.

PRESENT: Members Alexander, Erickson, Street

ABSENT: Members Diepenbrock, Genshlea

Minutes of the last regular meeting held May 7, 1968, and the special meeting held May 14, 1968, were read and approved.

NEW EXAMINATIONS SCHEDULED:

tions had been scheduled:

#1023	Gardener
#1024	Property Clerk
#1025	Junior Typist Clerk

Secretary advised that the following examina-

NURSERYMAN EXAMINATION  
NO. 1011 (PROMOTIONAL):  
 Eligible Register

Written test scores in  
 Nurseryman Examination No.

1011 (Promotional), held April 18, 1968, were reviewed. Secretary advised that the minimum qualifying score was set at 58 of a possible 105 items (approved by the Civil Service Board at a meeting held May 7, 1968), qualifying three (3) candidates. It was the order of the Board that personal interviews be eliminated as a part of the examination.

The following eligible register was made effective May 8, 1968:

NURSERYMAN EXAMINATION NO. 1011

(Promotional)

1. Daniel Simoes	81.82%
2. Harold S. Valdez	76.22
3. Frank Marino	73.89

TREE MAINTENANCE SUPERVISOR EXAMINATION NO. 1012 (PROMOTIONAL):  
 Eligible Register

Personal Interview ratings  
 in Tree Maintenance Supervisor Examination No. 1012

(Promotional), held April 30, 1968, were reviewed, written test not having been included as a part of the examination.

Qualifications Appraisal Board consisted of James Poindexter, Tree Trimming Supervisor, Sacramento Municipal Utility District; Palmer H. Slack, Chief of Park Maintenance for Sacramento County; and Rodney McWilliam, Personnel Officer.

The following eligible register was made effective May 1, 1968:

TREE MAINTENANCE SUPERVISOR EXAMINATION NO. 1012

(Promotional)

1. Joe A. Anderson	90.00%
2. Wilfred Messier	78.58

TREE MAINTENANCE FOREMAN II EXAMINATION NO. 1013 (PROMOTIONAL):  
Eligible Register

Personal Interview ratings  
in Tree Maintenance Fore-  
man II Examination No.

1013 (Promotional), held April 30, 1968, were reviewed, written test not having been included as a part of the examination.

Qualifications Appraisal Board consisted of James Poindexter, Tree Trimming Supervisor, Sacramento Municipal Utility District; Palmer H. Slack, Chief of Park Maintenance for Sacramento County; and Rodney McWilliam, Personnel Officer.

The following eligible register was made effective May 1, 1968:

TREE MAINTENANCE FOREMAN II EXAMINATION NO. 1013

(Promotional)

1. Robert Rodrigues	87.08%
2. Ronald Hermann	86.33
3. Jimmie Miller	83.08
4. Lloyd Cavin	79.83
5. Martin Enos	77.42
6. Mailen Shapp	73.67
7. Lorenzo Lopez	73.58

TREE MAINTENANCE MAN II EXAMINATION NO. 1014 (PROMOTIONAL):  
Eligible Register

Personal Interview ratings  
in Tree Maintenance Man II  
Examination No. 1014 (Pro-

motional), held April 30, 1968, were reviewed, written test not having been included as a part of the examination.

Qualifications Appraisal Board consisted of James Poindexter, Tree Trimming Supervisor, Sacramento Municipal Utility District; Palmer H. Slack, Chief of Park Maintenance for Sacramento County; and Rodney McWilliam, Personnel Officer.

The following eligible register was made effective May 1, 1968:

TREE MAINTENANCE MAN II EXAMINATION NO. 1014

(Promotional)

1.	Victor Edmisten	85.83%
2.	Michael Brousseau	85.42
3.	John Carvalho	85.33
4.	William Killinger	77.92
5.	William Visentin	77.75
6.	Donald Lopez	76.17
7.	Gayle Sinkey	76.00
8.	Ronald Kirchgater	73.17

RECREATION SUPERVISOR I EXAMINATION  
NO. 1015 (DRAMATIC SPECIALIST):  
Eligible Register

Personal Interview ratings  
in Recreation Supervisor I  
Examination No. 1015 (Dra-

matic Specialist), held May 7, 1968, were reviewed, written test not having been included as a part of the examination.

Qualifications Appraisal Board consisted of Elaine Crowley, Recreation Supervisor II; Larry Hendrick, Drama Instructor at Sacramento City College; and Don Sandman, Personnel Analyst II.

The following eligible register was made effective May 8, 1968:

RECREATION SUPERVISOR I EXAMINATION NO. 1015  
(DRAMATIC SPECIALIST)

1.	Harry G. Leisk	75.00%
2.	Roberta M. Blagg	70.00

STREET CLEANING FOREMAN I EXAM-  
INATION NO. 1016 (PROMOTIONAL):  
Eligible Register

Written test scores and  
Personal Interview ratings  
in Street Cleaning Foreman

I Examination No. 1016 (Promotional), written test for which was held April 25, 1968, were reviewed.

Secretary advised that the minimum qualifying score in the written test was set at 59.5 of a possible 85 items (exact 70%), qualifying 14 of 21 candi-

dates appearing for the written test.

Qualifications Appraisal Board consisted of Tony Nastro, Building Maintenance Superintendent; Ronald Parker, Assistant City Engineer; and Earl Simons, Safety and Training Officer.

The following eligible register was made effective May 10, 1968:

STREET CLEANING FOREMAN I EXAMINATION NO. 1016

(Promotional)

1. John T. Wade	87.81%
2. Tony E. Granico	84.41
3. Alfred Ferreira	84.06
4. Lawrence C. Menard	81.30
5. Anthony Cordova	81.23
6. Joseph W. Harmon	81.15
7. Guadalupe Valenzuela	79.18
8. Buck L. Juelch	78.07
9. Roy Villalovos Sr.	77.56
10. Rolland P. Neel	77.24
11. Walter U. Wood	75.56
12. David J. Bacher	73.83
13. Guy Robinson	73.80
14. Roy Villalovos Jr.	71.63

HEARING TO APPEAL DISCHARGE ACTION:

Gregory Munizich, Maintenance Man I  
Recreation and Parks Department

Mr. Gene Robinson, Assist-  
and Parks Superintendent,  
Val Viegas, Parks Supervi-

sor, and Gregory Munizich, former Maintenance Man I, appeared before the Civil Service Board as a result of a request by Mr. Munizich for a hearing to appeal the discharge action taken against him by Reginald Renfree, Recreation and Parks Director.

Communication from Mr. Renfree to Mr. Munizich dated April 22, 1968, advising Mr. Munizich of his termination from City service because of physical inability to perform the work assigned (Section 17.5(k) of Rules and Regulations), was read by the Secretary along with a communication from Mr. Munizich dated April 25, 1968, requesting a hearing before the Civil Service Board.

Secretary advised that the entire proceedings of this hearing were being recorded.

Mr. Earl Simons, Safety and Training Officer, was requested to outline the details of an injury sustained by Mr. Munizich and statements made by Herbert C. Sanderson, M. D., in connection with Mr. Munizich's physical condition at a hearing before the Workmen's Compensation Appeals Board of the State of California. The findings of the Workmen's Compensation Appeals Board were read wherein a 44.5% permanent disability was awarded, along with miscellaneous fees for medical treatment. It was noted in the report that Dr. Sanderson stated, "his back and his cardiovascular system will no longer permit him to engage in heavy lifting or repetitive bending, stooping and twisting."

Mr. Gene Robinson, Assistant Parks Superintendent, advised the Board that because of Mr. Munizich's physical condition, he was frequently absent from duty because of problems with his back to the point where he could not be depended upon to carry out work assignments, but advised that when Mr. Munizich was feeling well, his work was entirely satisfactory.

Mr. Munizich was called upon to present his side of the case. He stated that in his opinion he had been unfairly treated by the department because of having been granted a permanent disability award. He further stated that he did not wish to return to work for Mr. Robinson or Mr. Viegas, and felt that he should at least be granted a disability pension from the City or be granted some kind of a settlement.

After listening to Mr. Munizich at length, including his demands for payment of medical bills incurred and reimbursement for sick leave time, which he alleged had been improperly taken from him, motion was made by Mr. Street that Mr. Munizich's appeal be taken under consideration in executive session.

Motion was seconded by Mr. Erickson and carried by the following vote:

AYES: Members Alexander, Erickson, Street

NOES: None

In executive session Mr. Munizich's appeal was considered at length.

Secretary advised that no other positions in a lower class were open which Mr. Munizich could conceivably handle, and no other department would consider him for transfer because of his attitude and sick leave record. Secretary advised that Mr. Munizich was not eligible for a disability pension from the City.


Motion was made by Mr. Erickson that the action taken by Reginald Renfree, Director of Recreation and Parks, in removing Mr. Munizich be affirmed and the appeal of Mr. Munizich be denied. Motion was seconded by Mr. Street and carried by the following vote:

AYES: Members Alexander, Erickson, Street

NOES: None

There being no further business, the meeting adjourned at 3:00 p.m. to meet again at the call of the Chair.

  
SECRETARY

  
PRESIDENT

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
REGULAR MEETING June 12, 1968

The Civil Service Board met in regular session in the Conference Room at 819 Tenth Street at 12:30 p.m.

PRESENT: Members Alexander, Erickson, Street

ABSENT: Members Diepenbrock, Genshlea



Minutes of the last regular meeting held May 21, 1968, were read and approved.

NEW EXAMINATION SCHEDULED:

Secretary advised that the following examination had

been scheduled:

#1026 Drama Specialist (Recreation Supervisor I)

STATISTICAL CLERK EXAMINATION  
NO. 1018 (PROMOTIONAL):  
Eligible Register

Written test scores and Personal Interview ratings in Statistical Clerk Examination

No. 1018 (Promotional), written test for which was held May 14, 1968, were reviewed.

Secretary advised that the minimum qualifying score in the written test was set at 73.5 of a possible 105 items (actual 70%), qualifying 5 of 13 candidates appearing for the written test.

Qualifications Appraisal Board consisted of Earl R. Simons, Safety and Training Officer; Forrest Long, Buyer II; and C. E. Rhodes, Assistant City Controller.

The following eligible register was made effective May 24, 1968:

STATISTICAL CLERK EXAMINATION NO. 1018

(Promotional)

1. Martha Kercheval	83.60%
2. Barbara Crosby	82.79
3. Jack Willard	81.56
4. George Cantero	76.94
5. Linda Mancebo	74.18

ENGINEERING TECHNICIAN EXAMINATION  
NO. 1019 (OPEN AND PROMOTIONAL):  
Eligible Register

Written test scores and Personal Interview ratings in Engineering Technician Exam-

ination No. 1019 (Open and Promotional), written test for which was held May 14, 1968, were reviewed.

Secretary advised that the minimum qualifying score in the written test was set at 72 of a possible 120 items, qualifying 11 of 17 candidates appearing for the written test.

Qualifications Appraisal Board consisted of Ronald Parker, Assistant City Engineer; Ray Jones, Water and Sewer Division Manager; and Earl Simons, Safety and Training Officer.

The following eligible register was made effective May 28, 1968:

ENGINEERING TECHNICIAN EXAMINATION NO. 1019

(Promotional)

1.	Henry Miller	83.55%
2.	Joe Marquering	82.10
3.	Edward Hollis	77.75
4.	James Anderson	75.75
5.	David Harris	75.61

(Open)

#1.	Anthony Ranieri	82.17%
#2.	Leo Payne	81.80
3.	Rodney Yung	81.55
4.	Frank Munoz	78.30
5.	Joseph Gomez	72.55
6.	William Luck	71.05

(# Indicates applicant received 10 Points Veteran's Credit.)

ENGINEERING AIDE II EXAMINATION  
NO. 1020 (PROMOTIONAL):

Eligible Register

Written test scores in

Engineering Aide II Examination No. 1020 (Promotional),

held May 8, 1968, were reviewed, personal interviews having been eliminated from the examination since only two (2) candidates qualified in the written test.

Secretary advised that the minimum qualifying score in the written test

was set at 42 of a possible 60 items (actual 70%), qualifying 2 of 6 candidates appearing for the written test.

The following eligible register was made effective May 15, 1968:

ENGINEERING AIDE II EXAMINATION NO. 1020

(Promotional)

1. John D. Emerson	78.83%
2. Bruce R. Bowers	78.58

LIBRARY TECHNICIAN I EXAMINATION  
NO. 1021 (OPEN AND PROMOTIONAL):  
Eligible Register

Written test scores and Personal Interview ratings in

Library Technician I Examination

ation No. 1021 (Open and Promotional), written test for which was held May 13, 1968, were reviewed.

Secretary advised that the minimum qualifying score in the written test was set at 69 of a possible 105 items, qualifying 15 of 19 candidates appearing for the written test.

Qualifications Appraisal Board consisted of Mrs. Lucille Sappenfield, Librarian V; Mrs. Naomi Zimmer, Personnel Technician of Sacramento County; and Mr. William Woska, Personnel Analyst I.

The following eligible register was made effective May 29, 1968:

LIBRARY TECHNICIAN I EXAMINATION NO. 1021

(Promotional)

1. Dorothy Rider	87.33%
2. Anne Sullivan	84.00
3. Rosemary Roberts	82.25
4. Dorothy Green	81.92
5. Josephine Armstrong	79.67
6. Mary Mijares	79.58
7. Muriel Wollesen	78.92
8. Kathleen Mead	76.42
9. Rose Marks	75.50

**LIBRARY TECHNICIAN I EXAMINATION  
NO. 1021 (CONT'D.):**

**LIBRARY TECHNICIAN I EXAMINATION NO. 1021**

(Open)

1. Mary Hawkley	81.83%
2. Jo Dewing	79.33
3. Grace Johnson	76.50
4. Ruby Buck	76.17
5. Dorothy Lauer	74.17
6. Linda Mancebo	70.75

**BOOKMOBILE DRIVER-CLERK  
EXAMINATION NO. 1022:  
Eligible Register**

Written test scores and Personal Interview ratings in

Bookmobile Driver-Clerk

Examination No. 1022, written test for which was held May 13, 1968, were reviewed. Secretary advised that the minimum qualifying score in the written test was set at 57 of a possible 105 items, qualifying 6 of 10 candidates appearing for the written test.

Qualifications Appraisal Board consisted of Miss Bonnie Crell, Librarian IV; Mr. Leonard Campbell, Equipment Maintenance Superintendent; and Mr. Donald Sandman, Personnel Analyst II.

The following eligible register was made effective May 29, 1968:

**BOOKMOBILE DRIVER-CLERK EXAMINATION NO. 1022**

#1. Glenn Fugitt	93.25%
#2. Paul Whitten	90.30
#3. Douglas Wright	83.33
#4. Johnnie Kimbrough	81.88
5. Mervyn Bennetts	75.13
6. Roger Cannady	72.46

(# Indicates applicant received 10 points Veteran's Credit.)

**REQUEST FOR LEAVE OF  
ABSENCE EXTENSION:  
Orville B. Clinton  
Custodian II**

Communication from Orville  
B. Clinton, Custodian II  
in the Recreation and Parks

Department, dated May 21, 1968, requesting a ninety (90) day extension of leave of absence because of illness, granted by the department head, was considered.

Motion was made by Mr. Street that the request for additional leave of absence ending September 13, 1968, was approved. Motion was seconded by Mr. Erickson and carried by the following vote:

AYES: Members Alexander, Erickson, Street

NOES: None

REQUEST FOR APPROVAL OF  
VOLUNTARY DEMOTION:

Oral L. McClure  
Maintenance Man II

Communication from Oral L.  
McClure, Maintenance Man II  
in the Recreation and Parks

Department, dated May 23, 1968, requesting approval of a voluntary demotion to the class of Maintenance Man I due to his physical condition, was read.

Communication from Reginald Renfree, Director of Recreation and Parks, dated May 29, 1968, recommending approval of the request by Mr. McClure, was also read.

Motion was made by Mr. Erickson that the request by Mr. McClure for approval of voluntary demotion to the class of Maintenance Man I be granted. Motion was seconded by Mr. Street and carried by the following vote:

AYES: Members Alexander, Erickson, Street

NOES: None

REQUEST FOR SALARY ADJUSTMENT:  
Sacramento Firefighters Union #522

Communication from the Salary  
Committee of the Sacramento

Firefighters Union Local #522, dated May 17, 1968, requesting salary adjustments as below outlined, effective January 1, 1968, was read and ordered filed.

PROPOSED AMENDMENT TO CIVIL SERVICE BOARD RULES

- (1) Delete Section 23.5 in its entirety, which presently reads as follows:

"Unused leave may be accumulated from year to year but shall not exceed 120 working days. When sick or special leave is taken after reaching the maximum, sick leave credits shall begin to re-accrue immediately, on the basis of one day per month, until the maximum is again reached."

- (2) Amend Section 23.3 to read as follows:

"Basis of Accrual. Sick leave with pay, or special leave with pay which is chargeable to sick leave shall be earned at the rate of one working day for each completed calendar month of continuous full-time service including authorized leave with pay, and shall accumulate indefinitely without limitation."

- (3) Amend Section 23.2 as follows:

"Eligibility. All officers and employees shall be eligible, except as herein outlined, for sick or special leave with pay upon the completion of one (1) month of service immediately preceding the first day of incapacity. Employees serving on less than full-time basis, or in a limited term full-time position, shall not be eligible for sick or special leave with pay."

It was the order of the Board that the proposed amendments to the Civil Service Board rules be placed on the Board's agenda for the meeting of June 25, 1968, in order that action may be taken thereon.

It was further ordered that the sick leave ordinance as proposed by the Secretary be taken under consideration for further study before making any final recommendations to the City Council.

PATROLMAN EXAMINATION NO. 1010:

Secretary reported on the details of a meeting held June 10, 1968, with the Employment Committee of the Human Relations Commission, consisting of Robert Tyler, Howard Harris, and James Cox.

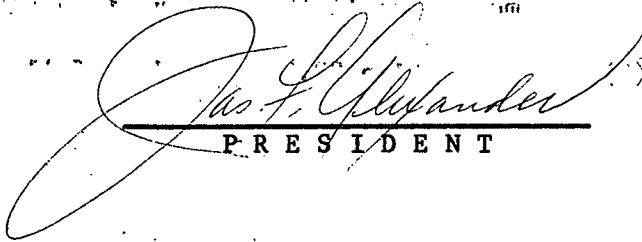
Secretary advised that this committee requested information on how the

6/25/68

personal interviews were being conducted and, specifically, the reasons for the disqualification of Charles Clifford, a Negro candidate in the Patrolman Examination No. 1010 personal interview. (1)

There being no further business, the meeting adjourned at 1:30 p.m. to meet again at the call of the Chair.

  
SECRETARY

  
PRESIDENT

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
REGULAR MEETING                      JUNE 25, 1968

The Civil Service Board met in regular session in the Conference Room at 819 Tenth Street at 12:30 p.m.

PRESENT: Members Erickson, Genshlea, Street

ABSENT: Members Alexander, Diepenbrock

In the absence of the President and Vice-President, Mr. Genshlea was elected to preside at the meeting.

Minutes of the last regular meeting held June 12, 1968, were read and approved.

AMENDMENT OF RULES AND REGULATIONS:  
Sections 23.5 and 23.3

Motion was made by Mr.

Erickson that the present

Section 23.5 of the Civil Service Board Rules and Regulations be deleted in its entirety and that Section 23.3 of the Civil Service Board Rules and Regulations be amended to read as follows:

Section 23.3 Basis of Accrual. Sick leave with pay, or special leave with pay which is chargeable to sick leave shall be earned at the rate of one working day for each completed calendar month of continuous full time service including authorized leave with pay, and shall accumulate indefinitely without limitation.

Motion was seconded by Mr. Street and carried by the following vote:

- AYES: Members Erickson, Genshlea, Street

NOES: None

AMENDMENT OF RULES AND REGULATIONS:  
Section 23.2

Motion was made by Mr. Street

that the recommendation of the

Secretary pertaining to the amendment of Section 23.2 to permit usage of sick leave after one (1) month of service be laid over to a future meeting of the Board when all members are present.

Motion was seconded by Mr. Erickson and carried by the following vote:

AYES: Members Erickson, Genshlea, Street

NOES: None

HEARING TO APPEAL DISCHARGE ACTION:  
Lawrence E. Duffy, Firefighter

Communication from Bruce Allen,  
Attorney-at-law, requesting

that the hearing scheduled this date for Mr. Lawrence E. Duffy in the matter of his discharge from the Fire Department be postponed until the next regular meeting of the Board, was considered.

It was the order of the Board that the hearing for Mr. Duffy be re-scheduled for July 16, 1968, at 1:30 p.m.

REQUEST FOR APPROVAL OF  
VOLUNTARY DEMOTION:  
Kenneth J. Ensign

Communication from Kenneth J.  
Ensign, dated June 20, 1968,  
requesting approval for a

voluntary demotion from Water and Sewer Foreman to Water and Sewer Serviceman II



because of his physical condition, was considered.

Communication from Ray W. Jones, Water and Sewer Division Manager, dated June 24, 1968, recommending approval of Mr. Ensign's request, was read and ordered filed.

Motion was made by Mr. Street that the request for approval of the voluntary demotion outlined above be approved. Motion was seconded by Mr. Erickson and carried by the following vote:

AYES: Members Erickson, Genshlea, Street

NOES: None

REQUEST FOR HEARING:  
Charles Clifford

Communication from Robert  
Tyler, Executive Director

of The Human Relations Commission of the City and County of Sacramento, dated June 20, 1968, requesting a hearing for Mr. Charles Clifford in the matter of his disqualification in the personal interview in Patrolman Examination #1010, was considered.

It was the order of the Board that the request be referred to the City Attorney, Joseph Coomes, for a ruling as to the extent of the Board's authority in this type of a hearing, and that the setting of a date for the requested hearing be delayed until such time as a reply is received from the City Attorney.

There being no further business, the meeting adjourned at 1:30 p.m. to meet again at the call of the Chair.

  
SECRETARY

  
PRESIDENT