

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
SPECIAL MEETING

October 13, 1941

The Civil Service Board met in special session at 4:30 P.M.

Due to the absence of President Deise, Vice President Cavanaugh presided.

PRESENT: Commissioners Cavanaugh and Stacy

ABSENT : Commissioner Deise

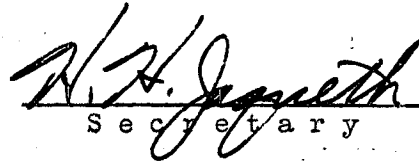
ENGINEERING AID EX. #157

Interview Date Set

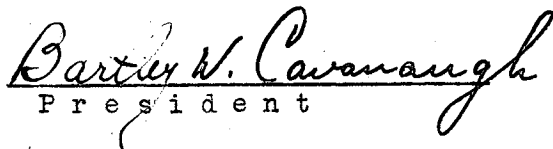
After discussing appropriate date  
for holding personal interviews,

Dr. Stacy moved that November 13, 1941  
be set as the date for this purpose; seconded by Mr. Cavanaugh, thereupon becoming  
the order of the Board. Thereafter indentification envelopes were opened and the  
Secretary instructed to notify candidates who had successfully passed the written  
portion of the examination to appear for personal interview.

There being no further business, the Board adjourned at 5 P.M. to meet again  
at the Call of the Chair.

  
Secretary

APPROVED:

  
President

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
SPECIAL MEETING

October 31, 1941

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

PRESENT: Commissioners Cavanaugh, Deise and Stacy

ABSENT : None

MINUTES, READING OF

Approved

Mr. Cavanaugh moved that the minutes  
of September 11 and 23 and October 2  
and 8, 1941, be approved as read;

October 31, 1941

seconded by Dr. Stacy and unanimously carried.

ASSISTANT BUILDING INSPECTOR EX. #158

Practical Oral Examination

At this time the Board, assisted by Messrs. Jack Dutton, Ernest Francis and Fred Klaus as special examiners, con-

ducted the Practical Oral Examination for the position of Assistant Building Inspector. Thereafter grades were determined. Mr. Cavanaugh moved that a Tentative Assistant Building Inspector List be prepared; seconded by Dr. Stacy and unanimously carried.

LIBRARY CLERK LIST #119

Eligible Register Abolished

Upon determining that those on the Library Clerk Eligible Register #119 had been notified to take the new examination,

Mr. Cavanaugh moved that the Library Clerk Eligible List #119 be abolished; seconded by Dr. Stacy and unanimously carried.

LEAVES OF ABSENCE DISAPPROVED

Mary Jane Perkins  
Joseph Robinson

After considering the reason for the request of the leave of absence of Mary Jane Perkins, Dr. Stacy moved that

her request for leave beginning October 13, 1941, be disapproved; seconded by Mr. Cavanaugh and unanimously carried. After considering the reason for the request of leave of Joseph Robinson, Dr. Stacy moved that his request for six months leave of absence to begin October 27, 1941, be disapproved; seconded by Mr. Cavanaugh and unanimously carried.

ED A. WACHENFELD

Request for Reinstatement

The request of Mr. Ed A. Wachenfeld for reinstatement was again considered and the Board reviewed the opinion received

from City Attorney, Hugh B. Bradford, dated October 17, 1941. After discussion, Mr. Cavanaugh moved that Mr. Wachenfeld be advised of the City Attorney's opinion that a resignation constitutes a permanent separation from City service and that thereafter the person resigned has no connection with the City; seconded by Dr. Stacy and unanimously carried.

October 31, 1941

NURSERY ASSISTANT

Definition Approved

After considering the position definition for Nursery Assistant dated October 29, 1941, Mr. Cavanaugh moved

that the definition be approved, except that the title be changed from Assistant Nursery Man to Nursery Assistant; seconded by Dr. Stacy and unanimously carried.

NAMES OFF LIST

The Secretary reported that the following names had been removed from Eligible Registers because of

failure to report when certified for employment:

Merle L. Azevedo - Junior Clerk  
Margaret Biaggi - Junior Clerk  
Jeane Anne Bonomi - Junior Clerk

DEPARTMENTAL REPORTS  
APPROVAL OF

After review of Departmental Reports, Mr. Cavanaugh moved that same be approved; seconded by Dr. Stacy and

unanimously carried:

City Attorney

Stanich, Alma - Temp. Appt. 10/13/41 Relief Stenographer @ \$125 Month

City Library

Allen, Ruth E. - Prob. Appt. 10/29/41 Library Clerk @ \$95 Month from list

Engineering Department

Adams, Jack A. - Prob. Appt. 11/1/41 Engineering Aid @ \$145 Month from list  
Desmangles, Arthur E. - Temp. Appt. 10/9/41 Laborer @ \$120 Month from list  
Ellison, J. H. - Temp. Appt. 10/30/41 Painter @ \$9.50 Day  
Houk, Joseph F. - Temp. Appt. 10/30/41 Laborer @ \$5.70 Day from list  
King, Elmer J. - Temp. Appt. 10/8/41 Laborer @ \$120 Month from list  
Laux, Howard - Temp. Appt. 10/28/41 Laborer @ \$120 Month from list  
Lentz, Louis - Temp. Appt. 9/24/41 Relief Janitor @ \$125 Month from list  
Lentz, Louis - Temp. Appt. 10/15/41 Elevator Opr. @ \$125 Month from list  
Stevens, Paul G. - Temp. Appt. 10/30/41 Laborer @ \$5.70 Day from list  
Thompson, Vernon - Temp. Appt. 10/29/41 Laborer @ \$5.70 Day from list  
Webster, Jesse - Temp. Appt. 10/30/41 Laborer @ \$5.70 Day from list

Health Department

Aldrich, Cecelia - Temp. Appt. 10/20/41 Substi. Nurse @ \$5.00 Day Exempt  
Grant, Margaret - Prob. Appt. 11/1/41 Junior Clerk @ \$115 Month from list  
Myers, Leah - Temp. Appt. 10/16/41 Junior Clerk @ \$110 Month  
Pratt, Ella - Temp. Appt. 10/19/41 Substi. Nurse @ \$5.00 Day Exempt

Park Department

Viegas, V. V. - Temp. Appt. 10/25/41 Nursery Assistant @ \$120 Month

Waste Removal Department

Blakey, A. - Temp. Appt. 9/3/41 Garbageman, Ex. Bd. @ \$5.25 Day  
 Clark, Lowell - Temp. Appt. 8/20/41 Garbageman, Ex. Bd. @ \$5.25 Day  
 Gaines, W. - Temp. Appt. 9/6/41 Garbageman, Ex. Bd. @ \$5.25 Day  
 Kent, Jas. - Temp. Appt. 9/10/41 Garbageman, Ex. Bd. @ \$5.25 Day  
 Parodi, Jas. - Temp. Appt. 9/12/41 Garbageman, Ex. Bd. @ \$5.25 Day  
 Vesci, V. J. - Temp. Appt. 8/14/41 Garbageman, Ex. Bd. @ \$5.25 Day from list

Leave of Absence

Clark, Gladys - Leave of Absence from June 30, 1941 to March 6, 1942  
 without pay a/c illness  
 Lincecum, Hazel R. - Leave of Absence from October 10, 1941 to October 9, 1942  
 without pay

Transfer

Slocumb, Joe - Transfer 10/4/41 as Electrician from Engineering Dept.  
 back to Water Division at \$12.00 Day

There being no further business, the Board adjourned at 1:00 A.M. to  
 meet again at the Call of the Chair.

*H. H. Jaqueth*  
 Secretary

APPROVED:

*Bartley W. Cavanaugh*  
 President

MINUTES OF CIVIL SERVICE BOARD  
 CITY OF SACRAMENTO  
 SPECIAL MEETING

November 13, 1941

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

PRESENT: Commissioners Cavanaugh, Deise and Stacy  
 ABSENT: None

ENGINEERING AID EX. #157  
 Personal Interviews

At this time the Board interviewed those  
 candidates who had successfully passed  
 the written examination. Following the

interviews, percentages were determined and upon agreement, the Secretary was

instructed to prepare and post a Tentative Eligible Register.

RULES AND REGULATIONS

Amendments

After discussing an amendment to the Rules and Regulations to provide for employees and eligibles who are call-

ed into military service during periods of National Emergency, Dr. Stacy moved that RULE VIII be amended by adding Section 5 as follows:

RULE IV Section 4. TERMS OF ELIGIBILITY (Add the following)

When an eligible register is abolished, eligibles unable to accept employment or continue employment because of military service during a period of national emergency, may have their names placed on the top of the new list if their names have been reached in certifications to permanent or to temporary positions, if they so request and submit their honorable discharge papers within 90 days after release from military service.

Those eligibles whose names were not reached by certification, and who were unable to take the new examination because of military service, may have their names placed on the new list at their old percentage, if they so request and submit their honorable discharge papers within 90 days after release from military service.

RULE VIII Section 5. MILITARY LEAVES (Add the following section)

When employees are called or volunteer for emergency military training, they may be granted a leave of absence for the duration of service by the Civil Service Board. Any such employee, upon presentation of his honorable discharge within 90 days from the expiration of his training, shall be reinstated to his former position. He shall not lose seniority because of absence in such military service. If the employee was employed from an eligible list to a position of a temporary nature, and the position was abolished prior to his return to duty, his name shall be returned to the eligible list in accordance with his percentage on such list.

ED A. WACHENFELD

Request for Reinstatement

At this time Mr. Wachenfeld appeared before the Board and requested that because of a disability in-

curring in line of duty which prevented him from obtaining other employment, the Board reinstate him to his former position. Mr. Wachenfeld was informed that because of the City Attorney's opinion, this would not be possible and was advised to see the City Manager's office concerning any injury incurred in line of duty.

PROBATIONARY PERIOD  
COMPLETED

The Secretary presented a list of seven Park Department employees who had cumulated six months service partly in the Park Department and partly in the Engineering Department. Dr. Stacy moved that according to the Civil Service rules, Messrs. Ernest Cervantes, Andi Gaddi, Howard L. Laux, Albert G. Yeager, Vernon Thompson, Joseph F. Houk and Jesse F. Webster be deemed as having completed their six months probationary period; seconded by Mr. Cavanaugh and unanimously carried.

SALARY SCALES

## Health Dept. Employees

After reviewing the salary information considered at the October 8, 1941 meeting relating to the salary scales of Health Department Inspectors, Mr. Cavanaugh moved that the Board report such findings, and the Civil Service Board recommends that due to the long and conscientious service, the City Council consider increasing the salary of the four employees with over seventeen years service; seconded by Dr. Stacy and unanimously carried.

ASSISTANT BUILDING  
INSPECTOR EX. #158

## Tentative List Posted

After computing grades and reviewing tentative list, Dr. Stacy moved that the Tentative Eligible Register be posted; seconded by Mr. Cavanaugh and unanimously carried.

DEPARTMENTAL REPORTS  
APPROVAL OF

After review of Departmental Reports, Mr. Cavanaugh moved that same be approved; seconded by Dr. Stacy and unanimously carried:

Engineering Department

Cervantes, Ernest	- Temp. Appt. 10/31/41 Laborer @ \$5.70 Day from list
Frye, Jason L.	- Temp. Appt. 4/8/41 Electrical Insp. @ \$220 Month from list
Gaddi, Andi	- Temp. Appt. 10/31/41 Laborer @ \$5.70 Day from list
Nunes, A.	- Temp. Appt. 11/3/41 Laborer @ \$5.70 Day from list
Pool, Frank	- Temp. Appt. 11/3/41 Laborer @ \$5.70 Day from list
Yeager, A. G.	- Temp. Appt. 10/29/41 Laborer @ \$5.70 Day from list

Fire Department

McColloch, M. E. - Reinst. 10/17/41 Uniform Fireman @ \$180 Month from Military Leave

Health Department

Pratt, Ella - Temp. Appt. 10/11/41 Subst. Nurse @ \$2.50 Day Exempt  
 Thom, Esther - Temp. Appt. 10/11/41 Subst. Nurse @ \$2.50 Day Exempt

Memorial Auditorium

Uplinger, Everett - Reinst. 11/1/41 Janitor @ \$130 Month from Military Leave

Police Department

Chambers, Geraldine - Temp. Appt. 10/29/41 Jr. Clerk @ \$100 Month from list  
 Singleton, Elizabeth - Temp. Appt. 11/1/41 Matron @ \$130 Month from list

Waste Removal Department

Walker, Henry - Temp. Appt. 8/19/41 Garbageman Ex. Bd. @ \$5.25 Day

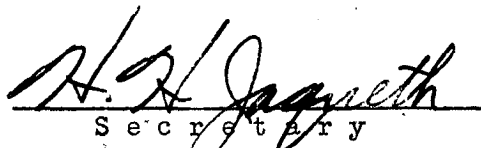
Water Department

Yeager, A. G. - Temp. Appt. 10/4/41 Watchman @ \$135 Month from Laborer's List

Transfer

Basich, Geo. - Transfer 11/1/41 Laborer from Memorial Auditorium to Street Maintenance Dept. @ \$135 Month

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

  
 Secretary

APPROVED:

  
 President