

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
REGULAR MEETING                      NOVEMBER 24, 1964

The Civil Service Board met in regular session at 817 - 10th Street at  
2:00 p.m.

PRESENT: Members J. Genshlea, J. Alexander, Erickson, and Street.

ABSENT: Member C. Alexander.

Minutes of the last regular meeting held November 10, 1964, were read and  
approved.

NEW EXAMINATIONS SCHEDULED:

Secretary advised that the  
following examinations have been

scheduled:

#842 Zoo Attendant  
#843 Tabulating Machine Operator I  
#844 Key Punch Operator  
#845 Tabulating Machine Operator II  
#846 Recreation Supervisor I (Arts & Crafts Specialist)

LETTER OF RESIGNATION:

Clarence Alexander

Copy of communication to James B.  
McKinney, Mayor, dated November 12,

1964, from Clarence Alexander, requesting that his resignation from the Civil  
Service Board be accepted effective immediately, was read.

It was the order of the Board that a proper resolution be prepared commending  
Mr. Alexander for his service as a member of the Civil Service Board since Octo-  
ber 15, 1959, to be presented to Mr. Alexander at a luncheon meeting to be  
scheduled for December 8, 1964.

APPEAL OF DISCHARGE ACTION:

Marvin Baliel

Secretary advised that the date  
of November 24, 1964, had been

set by the Civil Service Board for the purpose of hearing an appeal from Marvin  
Baliel, Machinist Helper, in the Water Department in the matter of his discharge  
from city service.

AMENDMENT TO CLASSIFICATION PLAN (CONT'D):

public hearing on adoption of the new class specifications and amendment of the classification plan as required by Section 4.5 of the rules and regulations.

AMENDMENT TO CLASSIFICATION PLAN:  
Battalion Chief

Secretary advised that as a result of a survey made on the allocation of Fire Department Drillmaster in other cities throughout the state, the City Manager had approved an appointment of the present Drillmaster (Fire Captain) to the exempt class of Battalion Chief, effective January 1, 1965.

Recommendation was made by the Secretary that the present class of Fire Captain (Drillmaster) be abolished and the specification for Battalion Chief be revised to include duties performed by the Drillmaster.

It was the order of the Board that December 8, 1964, be set for public hearing on the recommendation to abolish the class of Fire Captain (Drillmaster) and to revise the specification for Battalion Chief.

TREE TRIMMER II EXAMINATION NO. 841:  
Written test Qualifying Score

Upon recommendation of the Secretary, it was the order of the Board that the minimum qualifying score in the written test for Tree Trimmer II (promotional) be set at 76 of a possible 115 items, qualifying 3 of 6 candidates appearing for the written test, and that personal interviews be eliminated.

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

  
SECRETARY

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P R E S I D E N T