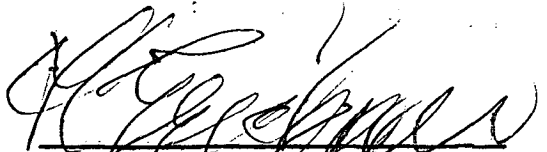


8-26-66

ing no further business, the meeting adjourned at 11:30 a.m. to meet
call of the Chair.


SECRETARY


PRESIDENT

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
REGULAR MEETING SEPTEMBER 22, 1966

il Service Board met in regular session in the Conference Room at
reet at 2:00 p.m.

: Members Street, Genshlea, Diepenbrock.

Members Alexander, Erickson.

of the last meeting held August 26, 1966, were read and approved.

CTIONS SCHEDULED:

Secretary advised that the
following examinations have

ed:

- #929 Supervising Nurse
- #930 Parking Lot Attendant I
- #931 Custodian II (promotional)

OF HEARING TO
NATION:

As per action of the Civil
Service Board at the meeting

16, 1966, the hearing in the case of Ralph Jenkins was reopened in

r testimony from Dr. Rowland Schweitzer, City Physician.

were Dr. Schweitzer, City Physician; James Jackson, Assistant City

rl Simons, Safety & Training Officer; Ralph Jenkins and his attorney

Rod McWilliam, Personnel Officer and Civil Service Board Secretary,

tatives of the press.

CONTINUATION OF HEARING TO
APPEAL TERMINATION: (CONT'D)

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

Mr. Genshlea, acting as Chairman in the absence of Mr. Erickson called upon the Secretary to read a letter to the Board from Dr. Schweitzer outlining the medical history relating to the back injury sustained by Mr. Jenkins. Dr. Schweitzer was then asked for his comments and he further expressed his opinion regarding Mr. Jenkins' physical condition and his appeal for reinstatement.

Mr. Lewis, attorney for Mr. Jenkins, was then given permission to question Dr. Schweitzer, which he did at length. The members of the Board also questioned Dr. Schweitzer at length regarding Mr. Jenkins' allegations that he was unable to secure necessary medication from the City Emergency Aid Station.

Mr. Lewis requested information regarding Mr. Jenkins' seniority rights for re-employment and the Secretary advised that Mr. Jenkins had requested and accepted a voluntary demotion to the class of Watchman and therefore had permanent status in this class.

The Board members also questioned Mr. Jenkins relating to his efforts to obtain the medication he felt was required.

At this point, a summary was made by Mr. Lewis of the reasons why he felt that Mr. Jenkins' appeal should be approved in order that he might be reinstated to city service as a Watchman.

The Secretary then asked Assistant City Attorney, Mr. Jackson to inform the Board of proper procedures to be followed in making a decision in this case since two board members were absent who were present at the hearing held August 16, 1966.

Motion was made by Mr. Diepenbrock that the decision in this case be made by the three members of the Board present at this meeting. Motion was seconded by Mr. Street and carried by the following vote:

OF HEARING TO
ATION: (CONT'D)

Members Street, Genshlea, Diepenbrock.

None.

was then made by Mr. Diepenbrock that the hearing be closed and the
er considered in executive session. Motion was seconded by Mr. Street
by the following vote:

Members Street, Genshlea, Diepenbrock.

None.

discussion and deliberation, motion was made by Mr. Diepenbrock that the
by Mr. Jenkins to set aside the termination action taken by the Recreation
partment be denied. Motion was seconded by Mr. Street and carried by the
te:

Members Street, Genshlea, Diepenbrock.

None.

EXAMINATION NO. 911:
ister

Written test scores, personal
Service
interview ratings, performance

seniority credit in Fire Captain Examination #911 (promotional), written
ch was held July 20, 1966, were reviewed.

ry advised that the minimum qualifying score in the written test was set
possible 171 items, qualifying 43 of 169 candiddates appearing for the
(see Civil Service Board minutes of April 13, 1966, designating the
ndidates to be placed on the eligible register).

cations Appraisal Board consisted of Joe Genshlea, Civil Service Board
Johnson, Civil Defense Director and Frank McCarthy, Deputy State Fire

Following eligible register was made effective July 15, 1966:

FIRE CAPTAIN EXAMINATION NO. 911

1.	Donald E. Hartwick	89.06%
2.	Vern McCarthy	86.89
3.	Leon Juarros Jr.	85.94
4.	John L. Lack	85.23
5.	Peter A. Pellerin	85.09
6.	Kenneth E. Feil	84.32
7.	Elmer F. Demmel	84.05
8.	Carl D. Devis	84.04
9.	Kenneth R. Schroeder	83.59
10.	Charles L. Dunham	83.52
11.	James L. Hendrix	83.40
12.	Jack F. Brocchini	83.19
13.	Robert E. Tastad	83.03
14.	Richard W. Green	82.94
15.	Elwyn E. Houx	82.94
16.	Donald Odgers	81.93
17.	David C. Ogden	81.48
18.	Henry G. Collins	80.88
19.	Richard J. Crispi	80.87
20.	John H. Steinle	80.74
21.	Gerald E. Dysart	80.63
22.	Fred J. Cooper	80.43
23.	James J. Lambros	80.32
24.	James J. Cherney	80.11
25.	Millard D. Bower	79.75
26.	Victor Lunetta	79.53
27.	David W. Keene	79.50
28.	Floyd D. Hamric	79.34
29.	Stanley E. Hanna	78.58
30.	Gordon C. Petersen	78.54
31.	Ira E. Stockard	78.38
32.	Fred H. Hoeger	77.80
33.	Fred A. Tucker	77.71
34.	James F. Codr	77.67
35.	Craig Carrier	77.57
36.	LeRoy Gleaves	77.06
37.	Rufino J. Mora	76.70
38.	William G. Davis	75.74
39.	Henry L. Schneider	75.25
40.	Richard H. Fisher	74.83
41.	Bernard Dennings	74.68
42.	Delbert L. Stone	74.48

**UTILITIES SERVICEMAN II
EXAMINATION NO. 907:
Eligible Register**

Written test scores and

Personal Interview ratings in

Utilities Serviceman II Examination No. 907 (promotional) written test for which was held July 29, 1966, were reviewed.

SERVICEMAN II
NO. 907: (CONT'D)

was advised that the minimum qualifying score in the written test was a possible 105 items (see Civil Service Board minutes August 10, 1966) of 24 candidates appearing for the written test.

Examinations Appraisal Board consisted of Bill Street, Civil Service Board Macdonald, Personnel Technician; and Harry Behrens, Supervising Sanitary

Following eligible register was made effective August 25, 1966:

UTILITIES SERVICEMAN II EXAMINATION NO. 907

1. Joe P. Mendonsa	83.75%
2. Murlin Hand	77.78
3. Richard E. Pilant	77.59
4. DeWitt H. Lyman	77.28
5. George E. Koller	76.61
6. Jack R. Redman	74.64

EXAMINATION NO. 920:
 Register

Personal Interview ratings in

Librarian IV Examination No. 920

(written portion of the examination was eliminated because of the number of candidates).

Examinations Appraisal Board consisted of Reginald Boggs, Assistant to the Director; Phil Macdonald, Personnel Technician; and William Gilden, Head of Services at the California State Library.

Following eligible register was made effective September 13, 1966:

LIBRARIAN IV EXAMINATION NO. 920

1. Bonnie Crell	87.17%
2. Alfrieda L. Meuser	76.58

LEAVE OF ABSENCE EXTENSION:
 Register

Communication from Frank Whiteside,

Refuse Collector (Truck Driver)

Removal Department, for a 90 day extension of his leave of absence on September 25, 1966, because of illness, was considered.

**REQUEST FOR LEAVE OF
ABSENCE EXTENSION: (CONT'D)**

Motion was made by Mr. Genshlea that the request be approved. Motion seconded by Mr. Street and carried by the following vote:

AYES: Members Street, Genshlea, Diepenbrock.

NOES: None.

SALARY ADJUSTMENT REQUEST:
Sacramento Firefighters' Union

Communication from Sacramento
Firefighters' Union Local #522

dated August 26, 1966, requesting adjustments for the classes of Firefighter, Fire Engineer and Fire Captain, was considered. It was the order of the Board that this request be filed, but given further consideration at such time as the pay survey report is submitted by Cooperative Personnel Services.

SALARY ADJUSTMENT REQUEST:
Operating Engineers' Union

Communication from Roger Ekar,
Business Representative of

Operating Engineers' Union Local 39, dated August 30, 1966, requesting adjustments in the salary ranges for Plant Utilityman, Plant Operators I, II, III, and Supervising Plant Operating, was considered.

It was the order of the Board that the request be filed, but given further consideration at such time as the pay survey report is submitted by Cooperative Personnel Services.

EXTENSION OF ELIGIBLE REGISTERS:

Upon recommendation of the
Secretary, it was the order

of the Board that the eligible registers below listed be extended for one year to the dates indicated:

Extended to:

#820 Traffic Checker
#834 Civil Engineer II

9/21/67
9/25/67

9-22-66

FOR CONSTRUCTION

Secretary advised that a list
of wage scales effective

6, for the various Building and Construction trades had been received
Building and Construction Trades Council of Sacramento-Yolo counties.
was made by Mr. Diepenbrock that recommendation be made to the City
Resolution No. 885 adopted November 18, 1965, be amended to conform
ber 1966 listing of Building and Construction wage scales for contract
he City. Motion was seconded by Mr. Genshlea and carried by the follow-

Members Street, Genshlea, Diepenbrock.

None.

ELIGIBLE

862:

Communication from Joe Rooney,
Police Chief, dated September 16,

ing that the name of Robert Benton be added to Police Sergeant eligible
2, since he had originally qualified in the written test, but was dropped
ible list because his final position was number 51 (50 names having been
to be placed on the list by the Civil Service Board), and since James
originally placed number 36 on the list, had resigned from the Sacramento
ment on the effective date of the eligible list.

Discussion, motion was made by Mr. Street that this request from the
be approved and Robert Benton placed on the eligible register in ac-
his attained rating. Motion was seconded by Mr. Diepenbrock and
the following vote:

Members Street, Genshlea, Diepenbrock,

None.

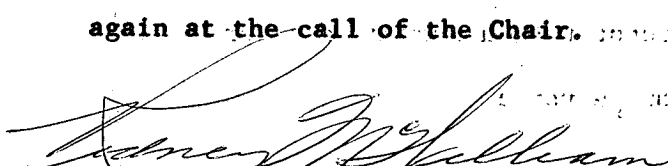
REQUEST FOR REINSTATEMENT:
William Townsend

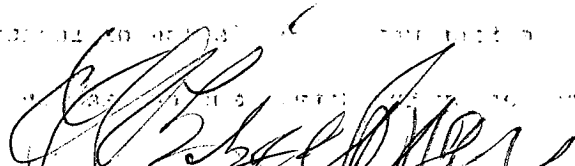
Communication from William
Townsend, dated August 24, 1966,

requesting reinstatement to the class of Clerk II, was considered.

It was the order of the Board that consideration of this request be postponed to the next regular meeting.

There being no further business, the meeting adjourned at 4:00 p.m. to meet again at the call of the Chair.


SECRETARY


PRESIDENT

**MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
REGULAR MEETING OCTOBER 4, 1966**

The Civil Service Board met in regular session in the Conference Room at 819 Tenth Street at 2:00 p.m.

PRESENT: Members Street, Genshlea, Alexander.

ABSENT: Members Erickson, Diepenbrock.

Minutes of the last meeting held September 22, 1966, were read and approved.

NEW EXAMINATIONS SCHEDULED:

Secretary advised that the following examinations have

been scheduled:

- #932 Utilities Serviceman I
- #933 Truck Driver (promotional)
- #934 Library Clerk I

**SWITCHBOARD OPERATOR EXAMINATION
NO. 926:**
Eligible Register

Written test scores and Personal
Interview ratings in Switchboard

Operator Examination No. 926, written test for which was held September 13, 1966, were reviewed.

10-4-66

OPERATOR EXAMINATION
(CONT'D)

ry advised that the minimum qualifying score in the written test was a possible 95 items, qualifying 8 of 12 candidates appearing for the

ications Appraisal Board consisted of Phil Macdonald, Personnel Technician
own, Clerk III.

Following eligible register was made effective September 22, 1966:

SWITCHBOARD OPERATOR EXAMINATION NO. 926

1. Betty L. Carson	81.60%
2. Beverly L. Champs	80.75
3. Beverly L. Sanchez	79.25
4. Lillian R. Strickland	76.45
5. Katherine A. Rogness	72.90
6. Sally J. Oliver	72.75
7. Judith M. Wolfe	72.75
8. Mary L. Payne	72.00

MAINTENANCE SUPERVISOR
NO. 927:

ister

Written test scores in Auditorium
Maintenance Supervisor Examination

September 14, 1966, were reviewed (personal interviews were eliminated
two candidates were successful in the written test).

ry advised that the minimum qualifying score in the written test was a possible 130 items, qualifying 2 of 6 candidates appearing for the

Following eligible register was made effective September 15, 1966:

AUDITORIUM MAINTENANCE SUPERVISOR
EXAMINATION NO. 927

#1. Herbert Mendoza	80.00%
2. Frank W. Brown Jr.	75.00

Indicates applicant received 10 points veteran's credit.)

**SUPERVISING NURSE EXAMINATION
NO. 929:**
Eligible Register

Results of Personal Interview
ratings in Supervising Nurse

Examination No. 929, held September 29, 1966, were reviewed (written test was not included as a part of the examination).

Qualifications Appraisal Board consisted of Bill Street, Civil Service Board member and Earl Simons, Safety and Training Officer.

The following eligible register was made effective September 30, 1966:

SUPERVISING NURSE EXAMINATION NO. 929

(Promotional)

- | | |
|---------------------|--------|
| 1. Bernice A. Cotta | 93.75% |
| 2. Mabel Sora | 91.25 |

(Open)

- | | |
|-------------------|--------|
| 1. Lola Morgan | 85.00% |
| 2. Margaret Liner | 80.00 |

CLASSIFICATION AND PAY SURVEY:
Progress Report

Mr. Bruce Austin and George Lloyd,
representatives from Cooperative

Personnel Services, appeared before the Board to give a report on the current status of the classification and pay survey. They advised that subsequent to the reports made to the Civil Service Board on August 26, 1966, a conference had been held with Richard Rathfon, Assistant City Manager, Reginald Boggs, Assistant to the City Manager, and Rod McWilliam, Personnel Officer, lasting approximately five hours, and another conference with City Manager, E. A. Fairbairn. These conferences were for the purpose of outlining the survey methods, reviewing tentative conclusions as a result of the survey, and to answer questions.

Mr. Austin advised that the preliminary report would be ready for presentation to the Board on October 24, 1966, and requested that a special meeting be held on that date for the Board to review the report.

After discussion, a special meeting date was set for October 27, 1966, at 2:00 p.m. to be held in the City Council Chambers, for the purpose of receiving the preliminary report.

10-4-66

**ENTRANCE
STEP A:**

Communication from Dorothy Drake,
City Librarian, dated September 15,

ing approval of entrance salary at Step B (\$525) of the salary range of
for Chloris Noblet, was considered.

y advised that the request had been approved by Richard Rathfon, Acting

was made by Mr. Street that approval of the request be granted. Motion

by Mr. Alexander and carried by the following vote:

Members Street, Genshlea, Alexander.

None.

ENTRANCE SALARY

Inspector II

Communication from Ray Jones,
Water Division Superintendent,
dated September 26, 1966, re-

approval of entrance salary at Step E (\$690) of the salary range of Con-
pector II for Jack Phillips, because of his considerable experience
class of Engineering Construction Inspector, was considered.

y advised that the request had been approved by E. A. Fairbairn, City

was made by Mr. Alexander that the request be approved. Motion seconded

t and carried by the following vote:

Members Street, Genshlea, Alexander.

None.

REINSTATEMENT:

send

Communication from William
Townsend, dated August 24, 1966,

reinstatement to the class of Clerk II, having resigned from city service
30, 1965, was considered.

REQUEST FOR REINSTATEMENT: (CONT'D)

Mr. Townsend appeared before the Board and explained the reasons for making the request and answered questions from the Board members.

Mr. Townsend was advised that his request would be taken under consideration and action taken at a later meeting.

CERTIFICATION FROM HIGHER ELIGIBLE REGISTER:

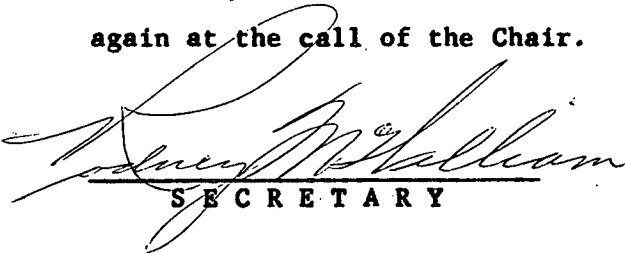
Recommendation was made by the Secretary that permission be granted to certify from the eligible register for Supervising Nurse to fill a position in the class of Nurse, since no eligible register exist for the latter class, and in conformity of Section 11.6 of the Rules and Regulations.

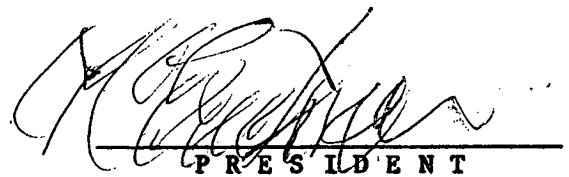
Motion was made by Mr. Street that such authorization be granted. Motion was seconded by Mr. Alexander and carried by the following vote:

AYES: Members Street, Genshlea, Alexander.

NOES: None.

There being no further business, the meeting adjourned at 3:30 p.m. to meet again at the call of the Chair.


SECRETARY


PRESIDENT

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
REGULAR MEETING OCTOBER 19, 1966

The Civil Service Board met in regular session in the Conference Room at 819-10th Street at 3:00 p.m.

PRESENT: Members Street, Erickson, Alexander.

ABSENT: Members Genshlea, Diepenbrock.

Minutes of the last meeting held October 4, 1966, were read and approved.

10-19-66

PREVAILING RATES:

Lineman
Electrician

In accordance with the rates outlined under contract between Electrical Workers Union Local

San Francisco Valley Chapter National Electrical Contractors' Association, made by Mr. Alexander that hourly rates for the following classes become effective October 20, 1966.

Electrician	\$5.76 hr.
Electrician-Lineman	\$5.76 hr.
Foreman Electrician	
for 2-4 journeymen	\$6.33½ hr.
for 5-13 journeymen	\$6.62½ hr.

Seconded by Mr. Street and carried by the following vote:

Members Street, Erickson, Alexander.

None.

VOLUNTARY DEMOTION:

Communication from Russell Chinn, Clerk IV in the Recreation and

Department, dated October 12, 1966, requesting approval of a voluntary demotion from the class of Clerk IV to Account Clerk II, was considered.

Mr. Chinn advised that the request had been approved by the City Controller and the Director of Recreation and Parks.

A motion was made by Mr. Alexander that the request for voluntary demotion be seconded by Mr. Street and carried by the following vote:

Members Street, Erickson, Alexander.

None.

VOLUNTARY DEMOTION:

Communication from William G.

Patterson

Patterson, Zoo Attendant, dated

October 1966, requesting approval of voluntary demotion from the class of Zoo Laborer, was considered.

10-19-66

REQUEST FOR VOLUNTARY DEMOTION: (CONT'D)

William Guy Patterson
Zoo Attendant

Secretary advised that the request had been approved by Ed McGivern, Assistant Director of Recreation and Parks.

Motion was made by Mr. Street that the request for voluntary demotion be approved. Motion seconded by Mr. Alexander and carried by the following vote:

AYES: Members Street, Erickson, Alexander.

NOES: None.

REQUEST FOR REINSTATEMENT:

William Townsend

Secretary advised that the request by Mr. William Townsend

for reinstatement as Clerk II, which was considered at the meeting held October 4, 1966, was still under consideration.

Communications from Kent Link, Street Maintenance Superintendent, and Reg Renfree, Director of Recreation and Parks, relating to evaluation of Mr. Townsend's service in these two departments, were read.

After discussion, motion was made by Mr. Street that the application for reinstatement by Mr. Townsend be denied. Motion was seconded by Mr. Alexander and carried by the following vote:

AYES: Members Street, Erickson, Alexander.

NOES: None.

CERTIFICATION FROM HIGHER
ELIGIBLE REGISTER:

Upon recommendation of the Secretary, it was the order

of the Board that certification be permitted from Plant Operator I eligible register #891 to fill a position as Plant Utilityman, since no eligible register exists for the latter class, and in accordance with Section 11.6 of the Rules and Regulations.

10-19-66

MINATION NO. 922:
Irregularities

Memo from Phil Macdonald,
relating to suspected irregularities

test for Patrolman held September 16 and 17, 1966, because of extremely high
ned by two candidates who failed to qualify in previous written tests, was
cussed.

the order of the Board that the matter be discussed with the City Manager's
e taking any action to void the written test and hold a new one, or to
two candidates in question to take a lie detector test or to take an
ut different form of the written test.

eing no further business, the meeting adjourned at 4:00 p.m. to meet
call of the Chair.


SECRETARY


PRESIDENT

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING OCTOBER 27, 1966

il Service Board met in special session in the City Council Chambers

: Members Street, Erickson, Genshlea, Alexander.

Member Diepenbrock.

irman, Mr. Erickson, advised that this special meeting of the Board

ld for the presentation of the classification and pay report by

Personnel Services.

at the meeting were, in addition to Mr. Bruce Austin and his staff

tive Personnel Services, representatives of the Firefighters' Union,

ion, Operating Engineers' Union, City Employees' Association, and members

SPECIAL MEETING (CONT'D)

Mr. Bruce Austin, of Cooperative Personnel Services, outlined in detail the methods used in the preparation of the survey, the effects of their recommendations on the classification plan, amounts of pay increases involved, approximate overall average percentage of pay increase, recommended procedures for consideration of appeals of salary ranges and/or position allocations, and a resume' of recommendations related to overtime, on-call, out-of-classification, and shift differential policies.

Rod McWilliam, Secretary, advised the Board that an estimate had been made of the dollar cost involved for the period January 1, 1967 to June 30, 1967, on the basis of recommendations contained in the report, and that this estimate was approximately \$485,000.

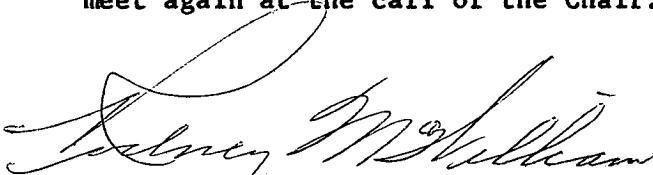
It was the order of the Board that copies of the report be released immediately to all city departments, unions, and employee organizations, and that copies of the report be kept available in the Personnel Department for employees to review.

Motion was made by Mr. Street that the date of November 7 be set as the final date for any appeals to be accepted, and that all appeals must be made in writing. Motion was seconded by Mr. Alexander and carried by the following vote:


AYES: Members Street, Erickson, Genshlea, Alexander.

NOES: None.

There being no further business, the meeting adjourned at 3:30 p.m. to meet again at the call of the Chair.



S E C R E T A R Y



P R E S I D E N T