

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

January 22, 1951

The Civil Service Board met in special session in its office at 2 P.M.

PRESENT: Commissioners Deise, Hicks and Root
ABSENT : None

Minutes of the previous meeting were approved as read.

SALARY SURVEY

Mr. Herbert Olsen representing
Public Administration Service,
personally appeared before the

Board and presented a tentative contract covering a comprehensive survey and study of current rates of pay in the City government, including a review and study of existing class specifications for a maximum cost of \$3,900.00.

After general discussion by members of the Board, Mr. Root moved that the foregoing contract be approved by authority of City Council Resolution No. 256 adopted January 18, 1951; seconded by Mr. Hicks and motion carried.

UNIFORM FIREMAN EX. #277
Date set for Mile Run

After reviewing the results of the
written portion of Uniform Fireman
Examination No. 277, Mr. Deise moved

that the Secretary notify all candidates of the results of said examination and that the Mile Run be set for February 3, 1951 at 1:30 P.M. at the Junior College Stadium; seconded by Mr. Hicks and motion carried.

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

S e c r e t a r y

APPROVED:

P r e s i d e n t

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

February 8, 1951

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

PRESENT: Commissioners Deise and Hicks

ABSENT : Commissioner Root

Minutes of the previous meeting were approved as read.

CUSTODIAN EX. #279

After reviewing the outcome of raw scores for the written portion of Custodian Examination No. 279 which was held on date of February 8, 1951, Mr. Deise moved that those candidates receiving a score of at least 700, be considered as receiving a passing grade of 70%; seconded by Mr. Hicks and motion carried.

Identification envelopes were thereupon opened and the Board conducted personal interviews for those candidates who had successfully passed the written portion of said examination.

After reviewing the results of said examination, it was the order of the Board that the following Eligible Register be established to become effective upon the expiration of the 10 day period for filing appeals:

CUSTODIAN ELIGIBLE REGISTER NO. 279

1	Russell E. Loveless	92.88%
2	Everett Uplinger	79.62
3	Joseph L. Paul	79.17
4	John O. Klovstad	76.78

UNIFORM FIREMAN EX. #277

The Secretary reported that the mile run, which was a part of Uniform Fireman Examination No. 277, was held on February 3, 1951 at Hughes Stadium.

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WAGES AND SALARIES

Communication from the United States Conference of Mayors, submitting copy of General Regulation No. 4 of the Wage

Stabilization Board stating that no wage freeze order can constitutionally affect cities or states or wages and salaries paid by cities and states to their employees, was read and ordered filed.

LAWRENCE CRAIG

Name restored to Garbage-
man Elig. Reg. No. 233

In accordance with communication filed on this date, Mr. Deise moved that the name of Lawrence Craig be restored to the Garbageman Eligible Register No. 233, said name having been removed from the list for failure to reply to notice of certification because of incorrect mailing address; seconded by Mr. Hicks and motion carried.

WINDOW CLEANERS

Re: Wage Scale

In accordance with agreement dated July 1, 1950 between private industry and the Building Service Employees

International Union Local #22, Mr. Hicks moved that the Board recommend to the City Council that the prevailing wage scale for Window Cleaners be adjusted from \$1.65 to 1.70 per hour; seconded by Mr. Deise and motion carried.

WOODROW W. WEBER

Re: Part-time Employment

Communication from Mr. Woodrow W. Webber, Uniform Fireman, requesting permission to accept part-time employment at the

Sacramento Signal Depot for the purpose of completing a two year course in radio engineering at the Sacramento Junior College under a work training program, was ordered filed and referred to the Chief of the Fire Department.

REQUESTS FOR RECLASSIFICATIONS

Mr. Harry Toulmin, representing Public Administration Service, personally appeared before the Board and discussed

the proposed salary survey and the matter of requests for reclassifications.

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After general discussion, it was the decision of the Board that requests for reclassification during the preparation of the salary survey would be considered by the Board and action taken before the said salary survey is filed with the City Council.

ASSISTANT SUPERINTENDENT - RECREATION

Re: Salary step

Verbal request from the Superintendent of Recreation that the new appointee to the position of Assistant Superintendent of Recreation be permitted to start at the 5th year step, was considered and no action taken because of salary ordinance restrictions.

STREET MAINTENANCE EMPLOYEES

Petition Re. Wages

Petition previously filed by employees of the Street Maintenance Department requesting that their present hourly wage be changed to a monthly wage, was considered.

Mr. Donald Sowles, Chairman of the Committee, J. H. Peixoto and Geo. Baker, Street Construction Worker, personally appeared with reference to foregoing request.

Mr. Richard Lawrence, representing the Employees Association, was also present.

Mr. Sowles presented written arguments in favor of foregoing request, together with a list of proposed classifications for which composite monthly salaries were suggested.

After general discussion by members of the Board, Mr. Hicks moved that the foregoing request be denied; seconded by Mr. Deise and motion carried.

It was the order of the Board that the Secretary investigate the present method of computing average salary for the purpose of establishing pay for vacation and sick leave time and to determine the practicability of establishing pay for two hour showup time on rainy days.

THOMAS R. PARTINGTON

Candidate in the
Uniform Fireman Ex. #277

Communication from Thomas R. Partington, candidate in the Uniform Fireman Examination No. 277, who was called

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into military service after passing the written examination, requesting information with reference to status upon return from military service, was considered.

It was the order of the Board that candidate be permitted to complete the remaining portion of said examination upon his return from military service and if successful, said name be placed on the existing eligible register for Uniform Fireman.

OPINION

Re: 30 Days Military Pay

Opinion from the City Attorney

stating that City employees who

are members of the National Guard

or Active Reservists are entitled to 30 days leave of absence with pay from the City when ordered for military duty, subject to a reduction of any portion of said 30 days leave previously used for military training within the same fiscal year, was read and ordered filed.

NAMES REMOVED FROM ELIGIBLE REGISTERS

Mr. Hicks moved that the follow-

ing names be removed from the

designated eligible registers

for reasons stated; seconded by Mr. Deise and motion carried.

- Joycelyn Neves - Junior Clerk #268 - No reply
- Jane Joseph - Junior Clerk #268 - No reply
- Eugene E. Flaherty - Serv. Sta. Attd. Gr. A #212 - Died
- Edmund G. Robinson - Janitor #234 - No reply
- John D. Marsiglia - Janitor #234 - No reply
- F. A. Smith - Janitor #234 - No reply
- A. S. Torres - Janitor #234 - No reply
- Bernard Dennings - Janitor #234 - No reply
- Raymond Nash - Garbageman #233 - No reply
- Geo. Gooch - Garbageman #233 - No reply
- L. V. McDowell - Garbageman #233 - Letter returned
- Robert Cooper - Senior Clerk #227 - No reply
- LeRoy F. Strong - Senior Clerk \$227 - No reply
- Wm. J. Creegan - Account Clerk #239 - No reply
- Vernon McVey - Account Clerk #239 - By request
- Antone Foster - Account Clerk #239 - No reply
- Thomas L. O'Brien - Police #253 - No reply - lives outside
- Neta Trimble - Library Clerk #269 - No reply
- Jane Joseph - Library Clerk #269 - No reply
- Ray Patterson - Machinist Helper #265 - Permanent as Machinist
- Wm. S. Sullivan - Serviceman Helper #245 - No reply
- Lowell E. Tidd - Serviceman Helper #245 - No reply

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DEPARTMENTAL REPORTS
APPROVAL OF

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

approved:

City Hall

Stub, Ambrose - Prob. Appt. 1/17/51 Janitor @ \$240 Mo. from list

Civil Defense

Kitchen, Cortez A. - Temp. Appt. 1/29/51 Deputy Director @ \$524 Month
Plato, E. J. - Temp. Appt. 1/29/51 Director @ \$750 Month

City Purchasing

Robbins, W. J. - Temp. Appt. 1/29/51 Asst. City Purchasing Agent @ \$427 Mo.

Health Department

Groff, Annabelle - Temp. Appt. 1/22/51 Registered Nurse @ \$242 Mo. - Exempt
Lower, Constance - Temp. Appt. 2/5/51 Social Wel. Worker @ \$231 Mo.

Police Department

Kunz, Herbert N. - Emerg. Dur. Appt. 1/29/51 Patrolman @ \$266 Month
Weston, Fred - Temp. Appt. 1/3/51 Crossing Guard @ \$7.33 Day

Recreation Department

Bartlett, Joan - Temp. Appt. 1/19/51 Recreation Leader @ 83¢ Hour
Duarte, Joseph - Temp. Appt. 1/16/51 Recreation Leader Gr. B @ \$1.00 Hr.
Green, Arthur - Temp. Appt. 1/17/51 Recreation Leader Gr. B @ \$1.00 Hr.
Ham, Wm. - Temp. Appt. 1/18/51 Recreation Leader @ 83¢ Hour
Hathaway, John - Temp. Appt. 1/16/51 Recreation Leader Gr. B @ \$1.00 Hr.
Johnson, Ruth Anne - Temp. Appt. 1/30/51 Recreation Leader Gr. B @ 83¢ Hr.
Lazzari, Eleanor E. - Temp. Appt. 1/24/51 Stenographer Clerk Gr. 1 @ \$220 Mo.
Mangan, James G. - Temp. Appt. 1/25/51 Asst. Superintendent @ \$387 Month
Renfree, Reginald G. - Temp. Appt. 1/25/51 Superintendent @ \$574 Month
Sypnicki, Edward - Temp. Appt. 1/16/51 Recreation Leader Gr. B @ \$1.00 Hr.
White, Margarete - Temp. Appt. 1/30/51 Recreation Leader Gr. B @ 83¢ Hr.

Street Maintenance Division

Gomes, Amos J. - Temp. Appt. 1/8/51 St. Const. Worker @ Hourly Rate
Lindgren, Toiva - Temp. Appt. 1/8/51 St. Const. Worker @ Hourly Rate

Waste Removal Department

Bivens, Andrew - Prob. Appt. 1/16/51 Garbageman @ \$11.62 Day from list
Byrd, Wade - Prob. Appt. 1/16/51 Garbageman @ \$11.62 Day from list
Floyd, Garry - Temp. Appt. 1/25/51 Garbageman @ \$11.62 Day
Washington, Earla - Temp. Appt. 1/31/51 Garbageman @ \$11.62 Day

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Leave of Absence

- Blair, Donald - Leave of Absence from January 26, 1951 - (indefinitely)
Military Leave
- Wetherbee, Clifford - Leave of Absence from January 19, 1951 - (indefinitely)
Military Leave

Transfer

- Krammer, F. - Transfer 2/1/51 Laborer from Park Dept. to Tree Div.
@ \$231 Month

There being no further business, the Board adjourned to meet again
at the call of the Chair.

S e c r e t a r y

APPROVED:

P r e s i d e n t

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

March 1, 1951

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

PRESENT: Commissioners Deise, Hicks and Root
ABSENT : None

Minutes of the previous meeting were approved as read.

S. GHILARDUCCI

Re: Outside employment

In accordance with application
approved by the department head
and employer, Mr. Deise moved

that S. Ghilarducci be granted a permit to accept part-time employment as a
Bartender at the Western Cafe, 2001 Kay Street for a period of six months for
eight hours per week between 10 A.M. and 6 P.M.; seconded by Mr. Hicks and
motion carried.

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JERRY D. TRESKA, Sr.
Re: Outside employment

In accordance with application approved by the department head and employer, Mr. Root moved that Jerry

D. Tresca, Sr. be granted a permit to accept part-time employment as a Cab Driver for the Union Taxi Company, 1124 L Street for a period of six months for thirty hours per week from 3 P.M. to 8 P.M.; seconded by Mr. Deise and motion carried.

ELMA WILLIAMS
Re: Extended leave of absence

In accordance with recommendation of Chief of Police, Mr. Hicks moved that Mrs. Elma Williams,

Matron at the City Jail be granted an additional two months leave of absence from February 19, 1951, because of illness; seconded by Mr. Deise and motion carried.

JANITOR ELIG. REG. #254
Abolished

After reviewing the existing Janitor Eligible Register No. 254, Mr. Hicks moved that said eligible

register be abolished and that material for new examination be prepared; seconded by Mr. Root and motion carried.

ELECTRICIANS
Re: Wage scale

In accordance with contract between the Sacramento Valley Chapter National Electrical Contractors

Association and the Electrical Workers Local No. 340, Mr. Root moved that the Board recommend to the City Council that the hourly wage for the following Crafts be amended to conform to the following scales which recently became effective in this area:

Electrician	\$ 2.75 per hour
Electrician, Lineman	2.75 per hour
Electrician, Apprentice	1.10 - 2.33 3/4 per hour

seconded by Mr. Hicks and motion carried.

WINDOW WASHERS
Re: Wage Scale

In accordance with contract filed by the Building Service Employees Local No. 22, Mr. Deise moved that

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the Board recommend to the City Council that the hourly wage scale for Window Washers be increased from \$1.65 to 1.75 per hour to conform to the prevailing scale which recently became effective in this area; seconded by Mr. Root and motion carried.

FRANK J. CROWLEY

Re: Termination of
employment.

Communication from Frank J. Crowley,
Garbageman, Waste Removal Depart-
ment with reference to termination

of employment for failure to report to work, was read and ordered filed.

WALTER A. BRAY

Re: Residence

Report from the Chief of the Fire
Department with reference to resi-
dence status of Walter A. Bray,

Engineer, in the Fire Department and submitting evidence of legal residence at 3174-16th Street was read and ordered filed.

ROBERT E. HAMILL

Residence Requirement
waived

Communication from the City Planning
Engineer with reference to the em-
ployment of Robert E. Hamill, Denver,

Colorado to fill a vacancy of Senior Draftsman in the City Planning Office, was read and ordered filed.

After general discussion by members of the Board, Mr. Deise moved that residence requirement for the employment of Mr. Hamill be waived for the purpose of employing said applicant under an emergency duration appointment; seconded by Mr. Root and motion carried.

P.A.S. SALARY SURVEY

Subject to final action by the
Board, Mr. Hicks moved that Public
Administration Service now conducting

a comprehensive salary survey be requested to include the following new classes of employment in their final report:

Radio Dispatcher
Radio Technician
Chief Radio Technician
Junior Personnel Technician
Senior Personnel Technician

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Seconded by Mr. Root and motion carried.

P.A.S. SALARY SURVEY

Traffic Checker be established on a five step salary range basis instead of the present hourly rate; seconded by Mr. Root and motion carried.

RICHARD SAYRE
Reclassification

Mr. Richard Sayre were reviewed by the Board for the purpose of re-allocating said position to its proper class.

After discussion, Mr. Root moved that said position be reclassified from Fuel Inspector to License Inspector with no effect on the present salary or civil service status of the incumbent; seconded by Mr. Hicks and motion carried.

DEPARTMENTAL REPORTS
APPROVAL OF

Mr. Deise moved that the Board recommend to Public Administration Service that the wage rate for

The duties of the position of Fuel Inspector in the Assessor-Collector's Division now held by

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

be approved:

City Library

Allen, Caroline	- Temp. Appt. 2/6/51 Library Page Grade B @ 95¢ Hour
Blair, Sarah	- Emerg. Dur. Appt. 2/5/51 Library Clerk @ \$198 Mo.
Cascio, Mary	- Emerg. Dur. Appt. 2/7/51 Library Clerk @ \$198 Mo.
Singleton, Katherine	- Prob. Appt. 2/5/51 Library Clerk @ \$198 Mo. from list

Controller

Helling, Elmo F.	- Prob. Appt. 1/22/51 Account Clerk @ \$305 Mo. from list
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Health Department

Bolden, Marian	- Temp. Appt. 2/2/51 Dental Hygienist @ \$266 Mo. -Exempt
Dieffenbacher, Paul	- Temp. Appt. 2/10/51 Asst. Em. Hos. Physician @ \$460 Mo.
Diregolo, Ralph	- Temp. Appt. 2/12/51 Plumbing Inspector @ \$339 Mo.
Hause, Donald	- Temp. Appt. 1/18/51 Asst. Em. Hos. Physician @ \$460 Mo.
Lower, Constance	- Temp. Appt. 2/5/51 Social Service Worker @ \$231 Mo.
Quillinan, Robert	- Temp. Appt. 1/26/51 Asst. Em. Hos. Physician @ \$460 Mo.
Ryan, Ralph J.	- Temp. Appt. 2/7/51 Sanitary Inspector @ \$266 Mo.

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Police Department

Johnston, Barbara - Reinst. 2/12/51 Junior Clerk @ \$208 Mo. from Layoff List.

Recreation Department

Lawrence, Dan - Temp. Appt. 2/2/51 Recreation Leader Gr. B @ \$1.00 Hour
 Renfree, Alfred H. - Temp. Appt. 2/1/51 Supervisor of Sports @ \$332 Month
 Thompson, Charles - Temp. Appt. 2/2/51 Recreation Leader Gr. B @ 83¢ Hour

Street Cleaning Division

Bogart, Foster - Temp. Appt. 1/29/51 Acting Foreman @ \$307 Month
 Jinkerson, F. E. - Temp. Appt. 1/30/51 Sweeper Operator @ \$260 Month
 Turner, Vernon L. - Temp. Appt. 1/29/51 Sub-Foreman @ \$278 Month

Waste Removal Department

Craig, Lawrence - Temp. Appt. 2/7/51 Garbageman @ \$11.62 Day
 Gibson, Edward - Prob. Appt. 2/8/51 Garbageman @ \$11.62 Day from list
 Jones, Percy - Prob. Appt. 2/1/51 Garbageman @ \$11.62 Day from list
 Morris, Newton D. - Temp. Appt. 2/2/51 Garbageman @ \$11.62 Day
 Pitts, Robert - Prob. Appt. 2/8/51 Garbageman @ \$11.62 Day from list
 Pope, Geo. A. - Temp. Appt. 1/29/51 Garbageman @ \$11.62 Day
 Statum, Robert - Prob. Appt. 2/1/51 Garbageman @ \$11.62 Day from list
 Wilson, Robert Jr. - Prob. Appt. 2/8/51 Garbageman @ \$11.62 Day from list

Leave of Absence

Cascio, Nena - Leave of Absence from February 2, 1951 - (indefinitely)
 Military Leave
 McMillan, A. N. - Leave of Absence from February 2, 1951 to February 26,
 1951 - Military Leave
 Taylor, Robert - Leave of Absence from February 5, 1951 to June 15, 1951
 Training Course

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

 Secretary

APPROVED:

 President