

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

May 22, 1946

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

PRESENT: Commissioners Cavanaugh and Deise
ABSENT : Commissioner Root

LIBRARY CLERK EXAMIN. #169
Interviews

The Board held personal interviews for those candidates who had successfully passed the written portion of Library Clerk Examination #169 and who had been notified to be present at this time. Dorothy Drake, representing the City Librarian, was also present.

DOROTHY DRAKE, LIBRARY
Status

The Board discussed the status of Dorothy Drake, supervising head of the Business and Municipal Department of the City Library, who had enlisted in the overseas Red Cross Service January 20, 1944 and returned to former position November 1, 1945. It was the opinion of the Board that Miss Drake should have been granted a military leave of absence and the Secretary was instructed to investigate and submit a report with reference to the necessary procedure.

SPLITTING VACATION

Action on request filed by the Sacramento City Employees Association, with reference to the splitting of 3 weeks vacation period was postponed one week.

PAUL MANBY, Deputy City Clerk
Salary

Report of the City Attorney with reference to salary status of Mr. Paul Manby, recently appointed Deputy City Clerk, expressing the opinion that said employee should receive the first year salary scale for said position by reason of promotion from lower classification was read. Mr. Cavanaugh moved that foregoing opinion be filed and a copy

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submitted to the City Clerk.

FIREMEN PETITION
Re: Seniority

Petition filed by thirteen members of the Fire Department who were in Military Service when certified for appointment

from the Fireman Eligible List #136, requesting that date of seniority be computed from first certification date instead of appointment date was ordered filed, pending decision of case now in court.

VAL J. BERTONI - FIREMAN
Mile Run

Communication from Val J. Bertoni, requesting permission to re-run the Mile Run Event in the Uniform Fireman Ex-

amination was ordered filed. Mr. Cavanaugh moved that the foregoing request be denied; seconded by Mr. Deise, thereupon becoming the order of the Board.

LESTER GAUT - FIREMAN
Athletic Examination

In accordance with doctor's affidavit filed by applicant, Mr. Lester Gaut was permitted to postpone the Athletic

portion of the Fireman Examination.

DEPARTMENTAL REPORTS
APPROVAL OF

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

ARMY DORMITORY

Korobotich, John - Temp. Appt. 5/3/46 Watchman-Janitor @ \$155 Month

City Library

Sage, Bharbara - Temp. Appt. 5/9/46 Library Page @ 55¢ Hour

Engineering Department

Ohlson, Emmet C. - Temp. Appt. 5/13/46 Janitor @ \$155 Month

Moore, John W. - Reinst. 5/15/46 Asst. Storekeeper @ \$197 Mo. from Military Serv.

Health Department

Strachan, Cecelia Ann - Temp. Appt. 5/8/46 Junior Clerk @ \$145 Month

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Park Department

Holdener, John - Temp. Appt. 5/16/46 Laborer @ \$172 Month

Recreation Department

Mei, Eugene T. - Temp. Appt. 5/7/46 Laborer @ \$160 Month

Water Department

Johnson, Robert T. - Temp. Appt. 5/11/46 Junior Clerk @ \$145 Month

Transfer

Fleming, Wm. - Transfer 5/15/46 as Relief Janitor from Hall of Justice to
City Library @ \$155 Month

Leave of Absence

Paladino, Vincent - Leave of Absence from May 22, 1946 to August 21, 1946, with-
out pay
Smith, Anna - Leave of Absence from April 1, 1946 to December 31, 1946,
without pay
Underwood, W. W. - Leave of Absence from May 22, 1946 to June 30, 1946, with-
out pay

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

 Secretary

APPROVED:

 President

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

June 6, 1946

The Civil Service Board met in special session in its office at 7 o'clock P.M.

PRESENT: Commissioners Root and Deise
ABSENT: Commissioner Cavanaugh

Minutes of the previous meetings were ordered approved as read.

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AMENDING VACATION RULE

Communications previously filed with the Board from the Sacramento City Employees' Association, Department

Heads and the City Manager, requesting that Rule 2 of Section 1, relating to vacation allowance in periods of not less than one week, was further considered. After general discussion by members of the Board, Mr. Deise moved that the following amendment to Rule 2 Section 1 "General Provisions Relating to Vacations" be approved for posting for five consecutive days and that hearing be set for five consecutive days and that hearing be set for June 13, 1946 at 7 o'clock P.M. Seconded by Mr. Root, motion carried.

RULE 2 - GENERAL PROVISIONS

Section 1 - Vacation:

After one year of continuous service, each employee of the City of Sacramento is entitled to fifteen days of vacation with pay, excluding time during which he is not regularly assigned to work. For the purpose of computing vacation time, each employee shall be considered to work not more than five days each week.

Upon the approval of the Department Head, employees may take their vacation allowance in periods of not less than one week.

CLERICAL SURVEY

Pursuant to the request of the City Council, Mr. Deise moved that survey of 125 clerical positions in the City of Sacramento recently completed by the Board, together with detailed letter of transmittal, be approved and the Secretary was ordered to transmit same to the City Council. Seconded by Mr. Root, motion.

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

APPROVED:

Secretary

President