

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
REGULAR MEETING

October 2, 1941

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

PRESENT: Commissioners Cavanaugh and Deise

ABSENT : Commissioner Stacy

CASHIER EXAMINATION #156

Frank J. Reshke

Mr. Frank J. Reshke appeared before the Board and requested that his grade on the written portion of the examin-

ation be reviewed by the Board and that sufficient credit be given him in order that he might attain a passing grade. The Board advised him that inasmuch as no evidence was submitted that his paper had been incorrectly graded or that the key answers were in error, the Rules and Regulations prevented them from granting his request.

CASHIER EXAMINATION #156

Personal Interviews

Personal interviews were held for those who had passed the written examination and were present. Mr.

E. H. Nelson, Assessor Collector assisted with the interviews.

ASSISTANT BUILDING INSPECTOR
EXAMINATION #158

Date of Examination

After discussing appropriate dates, it was the order of the Board that a date be determined satisfactory to the examiners.

EDWARD A. WACHENFELD

Request for Reinstatement

The letter received October 2, 1941, concerning a request for reinstatement from Mr. Wachenfeld, who had resigned May 5, 1941, was read and considered. After discussion, action was continued pending receipt of letter from the Recreation Department.

SADIE A. BUNTE

Request for Reinstatement

Letter dated September 19, 1941, requesting reinstatement was considered by the Board. After re-

viewing Miss Bunte's past history record and period of absence from City Service, it was agreed and became the order of the Board that the Rules and Regulations prohibited the Board from granting her request.

DEPARTMENTAL REPORTS
APPROVAL OF

After review of the Departmental Reports, Mr. Cavanaugh moved that same be approved; seconded by Mr. Deise, thereupon becoming

the order of the Board.

Engineering Department

Sestanovich, John - Temp. Appt. 8/13/41 St. Inspector @ \$7.00 Day

Fire Department

Berry, A. E. - Reinst. 7/16/41 Captain @ \$225 Month from layoff list
Gross, G. E. - Reinst. 7/16/41 Captain @ \$225 Month from layoff list
McClellan, R. M. - Prob. Appt. 9/1/41 Uniform Fireman @ \$170 Month from list

Health Department

Briggs, Richard P. - Temp. Appt. 10/1/41 Dentist @ \$220 Month Exempt
Frantz, Russell - Temp. Appt. 7/1/41 Clinic Director @ \$325 Month Exempt
Murphy, William - Temp. Appt. 9/1/41 Asst. Surgeon @ \$145 Month Exempt
Reibin, Jennie - Prob. Appt. 7/18/41 Jr. Clerk @ \$115 Mo. from list part time
Dental Clinic
Reibin, Jennie - Prob. Appt. 7/18/41 Jr. Clerk @ \$115 Mo. from list part time
Plumbing Div.

City Library

Duffy, Lawrence - Temp. Appt. 9/24/41 Library Page @ \$35 Month
Jones, Thos. H. - Temp. Appt. 9/1/41 Library Page @ \$35 Month
Kennedy, Lauren - Temp. Appt. 9/20/41 Library Page @ \$35 Month
McNeill, Olive - Temp. Appt. 9/8/41 Jr. Librarian @ \$125 Month Exempt
White, George - Temp. Appt. 9/29/41 Library Page @ \$35 Month

Police Department

Bouillon, Mrs. Mary - Temp. Appt. 9/15/41 Jr. Clerk @ \$120 Month from Library
Clerk List

Purchasing Department

Brown, Elvin - Temp. Appt. 9/15/41 Messenger @ \$30 Month

Recreation Department

Armstrong, Frank - 5/15/41 Recreation Leader @ 50% hour Temp. Appt.
Deegan, Wm. - 3/1/41 Recreation Leader Temp. Appt.
Jameson, Carl - 7/5/41 Recreation Leader @ 50% hour Temp. Appt.
Lyons, John - 7/15/41 Locker Attendant @ \$3.25 day Temp. Appt.
Machado, James - 5/15/41 Recreation Leader @ 50% hour Temp. Appt.
Peaslee, Eleanor - 8/16/41 Locker Attendant @ \$3.25 day Temp. Appt.

Waste Removal Department

Cavannis, Charlotte - Temp. Appt. 9/19/41 Address Opr. @ \$100 Month from list
 Lewis, Shalor - Temp. Appt. Laborer @ \$5.52 Day from list 8/27/41

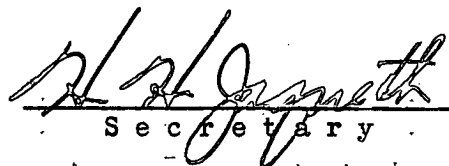
Water Department

Brandon, R. L. - Temp. Appt. Laborer @ \$5.50 Day from list 9/15/41
 Van Plassendal, Chas. - Temp. Appt. Laborer @ \$5.50 Day from list 9/18/41

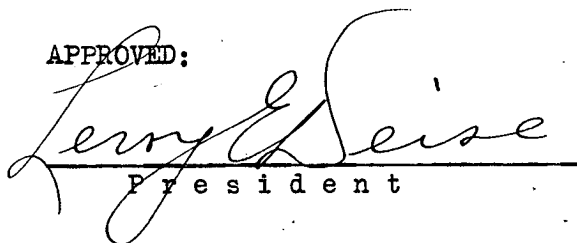
Transfer

Morrison, Robert - Transfer 10/1/41 Part time Janitor from Hall of
 Justice to Health Dept. @ \$130 Mo.

There being no further business, the Board adjourned at 11:30 P.M. to meet
 again October 8, at 7:40 P.M.


 Secretary

APPROVED:


 President

MINUTES OF CIVIL SERVICE BOARD
 CITY OF SACRAMENTO
 SPECIAL MEETING

October 8, 1941

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

PRESENT: Commissioners Cavanaugh and Deise

ABSENT : Commissioner Stacy

CASHIER EXAMINATION #156

List Posted

After discussing the duties of this

position and also those of Junior Clerk,

it was agreed that the position classifi-

cation of Cashier was not promotional from the Junior Clerk Classification and

thereupon became the order of the Board. After checking grades attained, Mr.

Cavanaugh moved that a Tentative Eligible Register be posted; seconded by Mr. Deise,

thereupon becoming the order of the Board.

FOOD & MARKET DIVISION
INSPECTORS

Salaries

After thoroughly reviewing the information submitted by employees of this division on September 11, 1941, and reports received from Dr. G. A. Boyd, Chief Bureau of Meat Inspectors, ^{State of Cal.} and O. A. Ghiggoile, Chief Bureau of Dairy Services for the State of California and such other information known to the Board, it was agreed by the Board Members and became the order of the Board that no other comparable duties were found within the City Limits except those being performed by State employees. It was further agreed and became the order of the Board that pertinent sections of the letters from Dr. Boyd dated September 22, 1941 and Mr. Ghiggoile dated September 23, 1941, be forwarded to the City Manager as the findings of the Board and the tabulations of the salary survey information received from other cities and counties accompany the report.

WAGE SCALES

Waste Removal Dept.
Park Department
Tree Division

A letter from City Manager, Jas. S. Dean, accompanied by a letter from J.L.R. Marsh, Secretary of the Sacramento Federated

Trade Council concerning wages of employees in various employments was considered by the Board. After discussion, the matter was continued until a suitable date for a public hearing could be arranged.

ROY HENDRICKS

Classification

Inasmuch as additional information had not been received from Carl H. Hoskinson, Superintendent of the Water Department, and upon the request for continuance ^{by phone} from Geo. Popert, attorney for Mr. Hendricks, this matter was continued.

GEO. E. BASICH

Request for Reclassification

A letter from Chas. R. Blood dated October 8, 1941, accompanied by a letter from Mr. Basich dated October 3,

1941, requesting a transfer from his present position of Janitor at the Auditorium

October 8, 1941

to Laborer in the Street Maintenance Division was reviewed and action continued pending receipt of a report from the City Physician.

ASSISTANT NURSERYMAN

Classification Established
V. V. Viegas

Letter from Mr. Evans dated October 2, 1941, outlining the duties performed by Mr. Viegas was reviewed by the

Board. After discussion, Mr. Cavanaugh moved that a classification of Assistant Nurseryman be established and a definition prepared; seconded by Mr. Deise, thereupon becoming the order of the Board.

After further discussion, Mr. Cavanaugh moved that a classification of Nurseryman be established and a definition prepared; seconded by Mr. Deise, thereupon becoming the order of the Board.

BOOKKEEPING MACHINE OPERATOR EXAMINATION #159

List Effective

After determination that no appeals had been filed and after review of the Tentative Eligible Register, Mr.

Cavanaugh moved that the following Eligible Register be established, effective October 9, 1941; seconded by Mr. Deise, thereupon becoming the order of the Board:

BOOKKEEPING MACHINE OPERATOR ELIGIBLE REGISTER #159Burroughs Machine Operators

<u>Position On List</u>	<u>Name</u>	<u>Percentage Grade</u>
1.	Anita L. Scacchetti	91.05%
2.	Ethel Faulkner	90.80
3.	Peggy S. Marceron	89.95
4.	Laura Stainbrook	88.43
5.	Nellie B. Morrow	88.28
6.	Mary A. Pippert	86.45
7.	Myrvin McHan	86.43
8.	Berthold Haas	86.38
9.	Agnes A. Maher	85.43
10.	John S. Cole	85.08
11.	Rayburn F. Graves	81.23
12.	Mildred I. Green	80.58
13.	Gretchen Harbeke	75.10

Remington Rand Machine Operators

<u>Position On List</u>	<u>Name</u>	<u>Percentage Grade</u>
1.	Mildred I. Green	83.20
2.	Berthold Haas	75.00

BOOKKEEPING-MACHINE OPERATOR
ELIGIBLE REGISTER #103

List Abolished

After determining that those remaining on the old list had been notified to take the new examination, Mr. Cavanaugh

moved that Eligible Register #103 be abolished; seconded by Mr. Deise, thereupon becoming the order of the Board.

PEST CONTROL MAN

Classification Established
Definition Approved

After discussion of the necessity for such a classification, Mr. Cavanaugh moved that the classification of Pest

Control Man be established; seconded by Mr. Deise, thereupon becoming the order of the Board. After reviewing the definition dated October 7, 1941, Mr. Cavanaugh moved that the definition be approved; seconded by Mr. Deise, thereupon becoming the order of the Board.

CHAS. HAENGGI

Classification

After review of the past duties, qualifications and fitness for the position, Mr. Cavanaugh moved that

Mr. Haenggi be classified as Pest Control Man; seconded by Mr. Deise, thereupon becoming the order of the Board.

SKILLED LABORER
DIVISION OF WATER & SEWERS

Promotional Classification
Established

Pursuant to the request of the Water Department, and after discussion, Mr. Cavanaugh moved that the classi-

fication of Skilled Laborer (Division of Water and Sewers) be established; seconded by Mr. Deise, thereupon becoming the order of the Board. After reviewing the position definition, Mr. Cavanaugh moved that the definition of Skilled Laborer (Division of Water and Sewers) dated September 25, 1941, be approved with a salary range of \$135 to \$160 per month; seconded by Mr. Deise, thereupon becoming the order of the Board.

DOG LICENSE COLLECTOR

Position Definition
Approved

After reviewing the necessity for the classification and the position definition dated October 1, 1941,

Mr. Cavanaugh moved that the definition of Dog License Collector be approved, with a salary range of \$125 to \$175 per month; seconded by Mr. Deise, thereupon becoming the order of the Board.

NAMES OFF LIST

The Secretary reported that the following names had been removed from Eligible Registers, either because of failure to report when certified or because certifications were returned by postal authorities:

<u>Name</u>	<u>Eligible Register</u>
Geo. W. Rouse	Pickup Man
Vernon G. Truax	Pickup Man
Gerald W. Swanston	Pickup Man
Leonard J. Derheim	Addressograph Operator

DEPARTMENTAL REPORTS
APPROVAL OF

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

City Library

Allen, Ruth E.	- Temp. Appt. 9/16/41 Library Page @ \$35 Month
McNeill, Olive	- Temp. Appt. 9/8/41 Jr. Librarian @ \$125 Month, Exempt

Engineering Department

Gussenbauer, J. J.	- Reinst. 10/1/41 Janitor @ \$130 Month from layoff list
Parker, Harold	- Reinst. 9/22/41 St. Inspector @ \$7.00 Day from layoff list

Fire Department

Brown, E. G.	- Prob. Appt. 9/26/41 Junior Clerk @ \$135 Month from list
Merritt, W. E.	- Temp. Appt. 9/26/41 Statistician @ \$160 Month

Health Department

Aldrich, Cecelia	- Temp. Appt. 10/8/41 Substi. Nurse @ \$5.00 Day Exempt
Lavelle, Joseph C.	- Prob. Appt. 10/13/41 Sanitary Insp., @ \$160 Mo. from list

Park Department

Estrada, Jack	- Temp. Appt. 10/1/41 Laborer @ \$120 Month from list
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Police Department

Faragher, Nina	- Temp. Appt. 10/6/41 Junior Clerk @ \$120 Month from list
Farrelle, Paul S.	- Temp. Appt. 9/21/41 Radio Operator, @ \$180 Mo. from list

Recreation Department

Carr, Virginia - Temp. Appt. 9/16/41 Recreation Leader @ 50¢ Hour

Waste Removal Department

Hicks, A. - Temp. Appt. 9/12/41 Garbageman Ex. Bd. @ \$5.25 Day
 Poole, F. - Temp. Appt. 9/11/41 Garbageman Ex. Bd. @ \$5.25 Day

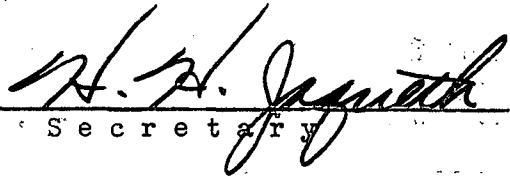
Water Department

Dupont, George J. - Temp. Appt. 10/2/41 Laborer @ \$5.50 Day from list
 Desmangles, Arthur - Temp. Appt. 10/2/41 Laborer @ \$5.50 Day from list

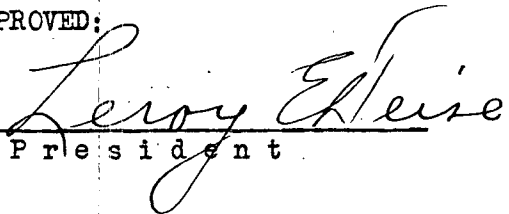
Leave of Absence

Palmer, Frank - Leave of Absence October 3, 1941 to November 2, 1941
 without pay
 Rhoades, J. L. - Extend Leave of Absence from October 5, 1941 to
 April 4, 1942 a/c sickness without pay

There being no further business, the meeting adjourned at 11:45 P.M. to
 meet again at the Call of the Chair.


 Secretary

APPROVED:


 President