

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
SPECIAL MEETING

October 12, 1938

The Civil Service Board met in special session in the office of the Board at 8:00 P.M.

PRESENT: Commissioners Deise, Cavanaugh, and President Stacy.

ABSENT : None

SENIOR CLERK EXAM. #121

Tent. Elig. Reg.  
Established

After reviewing results of this examination and computing grades, Mr. Deise moved that a tentative eligible register be established with a separate list for men and women; seconded by Mr. Cavanaugh and unani-

mously carried.

CONCRETE FINISHER  
CONCRETE LABORER

Classifications  
Established

After reviewing duties and the nature of these positions, Mr. Deise moved that a classification be established for the posi-

tion of Concrete Laborer; seconded by Mr. Cavanaugh and unanimously carried.

After discussion, Mr. Deise moved that a classification for the position of Concrete Finisher be established; seconded by Mr. Cavanaugh and unanimously carried.

CLASSIFICATIONS

Chisholm, Wm. S.  
Larson, Carl O.  
Millard, Fred E.

After reviewing the duties, qualifications and fitness to hold the position of Concrete Finisher, Mr. Cavanaugh moved that Mr. Wm. Chisholm be classified as Concrete Finisher; seconded by Mr. Deise and unani-

mously carried.

After reviewing the duties, qualifications and fitness for the position, Mr. Cavanaugh moved that Messrs. Carl Larson and Fred Millard be classified as Concrete Laborers; seconded by Mr. Deise and unanimously carried.

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KNAUSS, JAMES E.

After reviewing a letter received by the Board, dated October 8, 1938, from Mr. Hugh B. Bradford, pertaining to Mr. Knauss' residence, same was determined to comply with Charter requirements by the Board.

NAMES OFF LISTS

The Secretary reported that the following names were removed from eligible registers either because of failure to report after being certified or because certifications were returned by postal authorities.

| <u>NAME</u>        | <u>ELIGIBLE REGISTER</u> |
|--------------------|--------------------------|
| Edwards, Rhoda L.  | Jr. Clerk List #84       |
| Hunt, Horace S.    | Truck Driver List #95    |
| Hourigan, Barbara  | Jr. Clerk List. #84      |
| Jalonach, Caroline | Jr. Clerk List. #84      |
| Lewis, Helena R.   | Jr. Clerk List #84       |
| Madeiros, Albert   | Laborer List. #83        |
| Nelson, C. L.      | Truck Driver List. #95   |
| Snell, Francis E.  | Jr. Clerk List #84       |
| Wild, Chas. J.     | Truck Driver List #95    |

EDGAR, VERNON C.

A letter from Mr. Edgar, dated July 8, 1938, relating to his temporary appointment and membership in the Retirement System, was reviewed by the Board. After discussion it was the opinion of the Board that, inasmuch as Mr. Edgar held a temporary appointment, he had no Civil Service status and to secure same he was to take an examination in the future.

RULES AND REGULATIONS

After reconsidering amendments proposed August 3, 1938, Mr. Cavanaugh moved that the following amendment to Rule V, Section 12, be adopted; seconded by Mr. Deise and unanimously carried.

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(Amend by adding the following:)

"When an employee's service in any classification is not consecutive, he will be considered to have completed his probationary period if he has worked six months in the classification during his employment year. The employee's employment year is to be determined by his first appointment from the list."

After discussing the proposed amendment to Rule VIII, Section 4, dated August 3, 1938, Mr. Deise moved that same be adopted; seconded by Mr. Cavanaugh and unanimously carried.

(Amend by adding following:)

"Any regularly certified permanent employee, who has been appointed to an exempt position and has been continuously employed in the City service, and whose service in such exempt position is terminated without cause upon the part of the employee, his name shall be placed on the reinstatement list of his former classification. In computing the employee's seniority, time served in the exempt classification shall be counted as time served in his prior classification."

EILER, HENRY

After reviewing letters dated April 22, 1938, and June 10, 1938, from Dr. True, Health Officer, pertaining to the duties of Mr. Eiler, Mr. Cavanaugh moved that Dr. True be informed that after review of Mr. Eiler's duties as outlined, it was the opinion of the Board that the duties were those of a Food and Market Inspector and, therefore, names should be certified from this list; seconded by Mr. Deise and unanimously carried.

PATROLMAN EXAMINATION #128

Elig. Reg. #85 Abolished

After reviewing the condition of the existing Patrolman Eligible Register #85, Mr. Cavanaugh moved that the Secretary prepare examination material for an examination for Patrolman; seconded by Mr. Deise and unanimously carried.

Mr. Cavanaugh moved that a period from October 20, 1938, to November 15, 1938, inclusive, be established in which to receive applications for the new Patrolman Examination #128; seconded by Mr. Deise and unanimously carried.

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Mr. Cavanaugh moved that it be the intention of the Civil Service Board to abolish the Patrolman Eligible Register #85 and that those whose names remained thereon be notified that it will be necessary for them to successfully pass the new examination in order to be placed upon the new eligible register; seconded by Mr. Deise and unanimously carried.

REPORTS, DEPARTMENTAL

The Board reviewed the experience record of Rex Prudhomme and approved same for possible appointment as Inspector of installation of electric Stop & Go' signals.

A report of R. E. Mittelstaedt, Superintendent of the Water Department, transferring William Silva from Municipal Water System Improvements-Bonds to Water Division, Distribution, effective September 23, 1938, was reviewed and due to the fact that others on the Laborer list held a higher position thereon that did Mr. Silva, it was the opinion of the Board that said transfer be disapproved.

The following reports were ordered approved:

City Attorney

Glenn, Everett M. - Temp. Appt. 9/12-24/38 Relief Pros. Atty. @ \$225. Mo. Exempt.

City Library

Bierwagen, Emma T. - Temp. Appt. 9/19/38 Junior Librarian @ \$125. Mo. Exempt.

Health Department

Dillon, Joseph - Emerg. Appt. 10/3-9/38 Surgeon @ \$140.00 Mo. Exempt.

Police Department

Morebeck, Elsie - Temp. Appt. 9/19 - 10/16/38 Stenog. @ \$135. Mo. from list.

Recreation Department

Tronsen, Alex - Temp. Appt. 9/16/38 Laborer @ \$115.00 Month from list.

Waste Removal Department

Ford, Henry - Temp. Appt. 9/15/38 Garbageman @ \$4.85 Day (Extra Board.)  
 Mariante, J. J. - Temp. Appt. Garbageman 7/14/38 @ \$4.85 Day from list.  
 Newsome, U. - Temp. Appt. 9/15/38 Garbageman @ \$4.85 Day from list.  
 Purse, E. - Temp. Appt. 9/19/38 Garbageman @ \$4.85 Day from list.  
 Syas, Eddie - Temp. Appt. 9/16/38 Garbageman @ \$4.85 Day from list.

Water Department

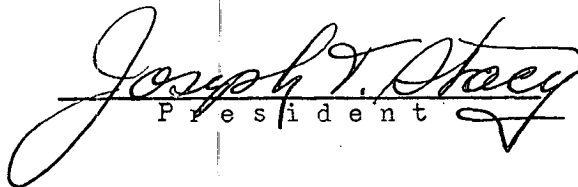
Cottini, Tullio - Temp. Appt. 8/29-9/19/38 Laborer @ \$5.50 Day from list.  
 Daily, John A. - Prob. Appt. 10/1/38 Water Serv. Insp. @ \$150 Mo. from list.  
 Johnson, Edward - Temp. Appt. 9/23/38 Mechanical Draftsman @ \$8.00 Day.  
 Perry, John J. - Temp. Appt. 9/19/38 Boilermaker @ \$8.00 Day.  
 Spindler, Ed. C. - Temp. Appt. 9/19/38 Boilermaker's Helper @ \$6.40 Day.

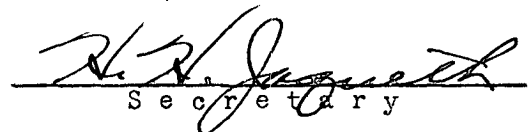
Transfers

Chappell, Ernest B. - Trans. 9/16/38 from Camp Sacto. Manager to Corp. Yard  
 Superintendent @ \$250. Month.  
 Magers, Archibald - Trans. 10/6/38 from Purification to Sump #2 as Laborer @  
 \$5.00 Day.

There being no further business, the Board adjourned at 11:00 P.M. to meet  
 again at the Call of the Chair.

APPROVED:

  
 President

  
 Secretary