

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING NOVEMBER 8, 1968

The Civil Service Board met in special session in the City Council Chambers, City Hall, at 1:30 p.m.

PRESENT: Members Alexander, Diepenbrock, Erickson, Genshlea, Street

ABSENT: None

Chairman James Alexander advised that this special meeting of the Board was for the purpose of hearing requests from employees, employee representatives and department and division heads for salary increases and adjustments effective January 1, 1969. He also advised that extra copies of the salary survey report were available for any person who had not had the opportunity to review the copies which were distributed to all departments.

The following individuals appeared before the Board and presented formal requests:

Doyle Farnham, representing Firefighters' Union #522, requesting adjustments and increases for Firefighter, Fire Engineer, Fire Captain, and Fire Inspector.

Roger Ekar, Business Representative of Stationary Engineers Union #39, requesting adjustments for Water Department Plant Operator classes.

Joe Rooney, Police Chief, requesting special adjustments for the classes of Police Lieutenant as well as for the classes of Chief Property Clerk and Identification Technician. Mr. James Kane, Chief Property Clerk; Norman Readdy, Identification Supervisor; and Ed Martin, Police Lieutenant, also appeared with Mr. Rooney to support the requests.

Leon Purnsley appeared on behalf of Refuse Collectors and Refuse Truck Drivers to request a special adjustment in line with the data in the salary survey.

Wally Sheehan, President of the Sacramento City Employees Association, introduced Attorney Robert Sharpe, who presented a request for an across-the-board 10% increase and additional special adjustments for the classes of Cashier and Parking Lot Attendant. Mr. Sharpe also recommended that the City adopt a "salary index" approach for salary increases in order to keep City salary ranges in line with current trends.

Joe Bell, Electrical Inspector I, appeared on behalf of Electrical Inspectors, Building Inspectors, and Plumbing Inspectors to request a minimum salary increase of our ranges (9.2%) for these inspection classes.

Dan Sullivan, Assistant Civil Engineer, appeared and requested that a four range increase be applied to this class.

Dorothy Drake, City Librarian, appeared and made a request for a four range increase for professional Librarians and a two range increase for clerical classes in the City Library. Miss Drake also requested that special attention should be given to an additional special adjustment for the class of Administrative Assistant III in line with the survey data.

Mr. Tokuo Masuda appeared before the Board and presented data to support special adjustments for the classes of Assistant Planner, Associate Planner and Principal Planner.

Attorney Christian Busath appeared before the Board representing employees

in the classes of Traffic-Control Maintenance Man I, II, III, and Foreman, and made requests for salary adjustments as well as a change in the class titles.

Ted Pantages, Account Clerk, appeared before the Board to request consideration for a special adjustment in this class.

Frank Kent, Director, Crocker Art Gallery, appeared before the Board and requested that special attention be given to the class of Art Gallery Assistant.

Mr. Jack Gruber, General Repairman; Larry Menard, Maintenance Man II; Leo Cervantes, Maintenance Man II; and Anthony Cordova, Motor Sweeper Operator, appeared before the Board and requested that any salary adjustments granted Refuse Collectors should also be applied to the classes of Maintenance Man I, Maintenance Man II, Motor Sweeper Operator, and General Repairman.

Barbara Coyle, Dispatcher-Clerk in the Police Department, appeared to request that all Dispatcher-Clerks be classed on the same salary level by bringing the salary range for counter personnel up to the level of the salary range for personnel assigned to the radio room.

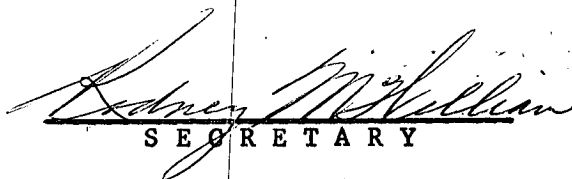
Mr. Charles Martinez, Maintenance Man II in the Street Tree Division, appeared before the Board to request an increase of 10.6% for employees in the class of Maintenance Man II in the Tree Division.

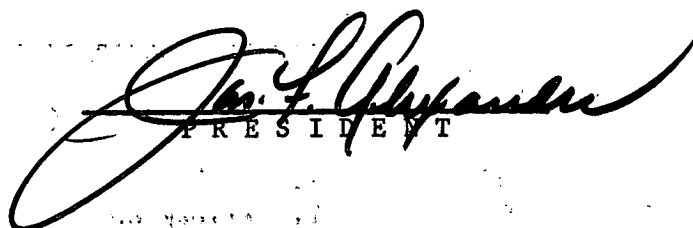
The Secretary advised that communications had been received from the City Controller requesting a special adjustment for the class of Assistant City Controller, and from the Fire Chief, Tom Deise, requesting special adjustments for the classes of Battalion Chief, Battalion Chief (Fire Prevention Bureau),

and Assistant Fire Chief, but that neither the City Controller nor the Fire Chief were able to attend this meeting.

The Chairman advised that all the requests presented would be taken under consideration and that a target of December 5, 1968, would be set for presentation of a formal recommendation to the City Council.

There being no further business, the meeting adjourned at 4:30 p.m. to meet again at the call of the Chair.


SECRETARY


PRESIDENT

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
REGULAR MEETING NOVEMBER 12, 1968

The Civil Service Board met in regular session in the Conference Room, 819 Tenth Street, at 1:30 p.m.

PRESENT: Members Alexander, Diepenbrock, Erickson, Genshlea, Street

ABSENT: None

Minutes of the last regular meeting held October 29, 1968, and the special meeting held November 8, 1968, were read and approved.

REFUSE COLLECTION FOREMAN EXAMINATION NO. 1034 (PROMOTIONAL):
Eligible Register

Written test scores and personal interview ratings in

Refuse Collection Foreman Examination No. 1034 (Promotional), written test for which was held October 2, 1968, were reviewed.

Refuse Collection Foreman Ex-

Secretary advised that the minimum qualifying score in the written test had been set at 47 of a possible 90 items (approved by the Civil Service Board at the meeting held October 8, 1968), qualifying 11 of 26 candidates appearing for the written test.

Qualifications Appraisal Board consisted of Earl Simons, Safety and Training Officer; Richie Myers, Street Cleaning Supervisor; and Mr. Dan Kness, Water and Sewer Supervisor.

The following eligible register was made effective November 4, 1968:

REFUSE COLLECTION FOREMAN EXAMINATION NO. 1034

(Promotional)

1. William Orr	87.77%
2. Wesley Kimble	87.17
3. Gaither Harris	80.50
4. Lonzie Watson	78.54
5. Samuel Bradley	78.34
6. Leon Purnsley	77.22
7. Willie Price	75.92
8. Joseph Rudolph	75.41
9. James Archie	75.08
10. Richard Vasquez	73.21

REQUEST FOR REINSTATEMENT:
James Burnes

Communication from James

Burnes, former Maintenance

Man II in the Street Cleaning Division, dated November 1, 1968, requesting reinstatement following resignation on August 2, 1968, was considered.

Communication from Kent Link, Street Superintendent, dated November 7, 1968, stating that he had no objection to the re-employment of Mr. Burnes at such time as a vacancy occurs in the class of Maintenance Man II, was read and ordered filed.

After discussion, motion was made by Mr. Diepenbrock that Mr. James Burnes be placed on the reinstatement list for Maintenance Man II subject to the con-

ditions outlined in Section 15.7 of the rules and regulations upon re-appointment. Motion was seconded by Mr. Erickson and carried by the following vote:

AYES: Members Alexander, Diepenbrock, Erickson, Genshlea, Street

NOES: None

CHANGE OF PREVAILING HOURLY RATES:
Electrician Union

Secretary advised that a

"Memorandum of Understand-

ing," signed by Kenneth Carlson, Manager of the Sacramento Valley Chapter, National Electrical Contractors Association, and C. A. Hunt, Business Manager of Local Union #340, International Brotherhood of Electrical Workers, and stipulating as follows had been received and which was read:

MEMORANDUM OF UNDERSTANDING

WHEREAS, Sacramento Valley Chapter, National Electrical Contractors Association, Inc. and Local Union No. 340, International Brotherhood of Electrical Workers, are parties to a collective bargaining agreement dated June 3, 1968; and

WHEREAS, question has arisen as to the intent of the parties with respect to Article IX of that Agreement, entitled "Vacation Plan;" and

WHEREAS, it appears desirable that the parties state more specifically their intent, as a guide to interpretation and application of that Article;

THEREFORE IT IS AGREED AND DECLARED AS FOLLOWS:

1. That the 4% of gross wages paid into the Vacation Plan under the terms of the preceding collective bargaining agreement was intended to provide regularly employed workmen with the equivalent of two weeks wages, so as to enable them to take the equivalent of a two weeks paid vacation; and employees were required to take two weeks vacation in order to receive their vacation money.

2. That the additional 4% of gross wages provided for in Article IX, Section 4 of the current collective bargaining agreement was not intended to provide additional paid vacation time. On the contrary, it was assumed that regularly employed workmen would continue to take only two weeks vacation per year, and that

is still all they are required to take under the terms of the agreement. The additional 4% consists of a wage increase which the union and its members chose to take in the form of a thrift plan, similar to a Christmas Club arrangement except that instead of being withdrawn at Christmas time the money is available at vacation time, to help pay the costs of taking a vacation. Thus, a person regularly employed by a contractor under the agreement now normally works 50 weeks per year as in the past, and takes two weeks vacation; but at vacation time he receives not only his two weeks wages, in the form of 4% of his gross wages for the year, but an additional amount of 4% under the thrift arrangement, to help defray vacation costs. This additional 4% was not separately identified in the body of the collective bargaining agreement because, as a matter of administrative convenience, it was simpler to combine the two payments for purposes of employer contribution forms and bookkeeping.

Signed this 7th day of November, 1968.

SACRAMENTO VALLEY CHAPTER,
NATIONAL ELECTRICAL CONTRACTORS
ASSOCIATION

LOCAL UNION NO. 340
INTERNATIONAL BROTHERHOOD
OF ELECTRICAL WORKERS

By (Signed) KENNETH W. CARLSON
Manager

By (Signed) C. A. HUNT
Manager

After discussion, motion was made by Mr. Erickson that the hourly rates to be paid City employees in the classes of Electrician, Electrician-Lineman, and Electrician Foreman be based on the rates outlined in the Labor-Management Agreement, less 4% for vacation allowance. Motion was seconded by Mr. Genshlea and carried by the following vote:

AYES: Members Alexander, Diepenbrock, Erickson, Genshlea, Street

NOES: None

CHANGE OF PREVAILING HOURLY RATES:
Street Maintenance Classes

In accordance with rates
outlined in agreement be-

tween Teamsters Union Local #150 and Associated General Contractors, motion was made by Mr. Erickson that the following new hourly rates for the below listed classes be approved, having been made effective November 7, 1968, by

the Secretary in accordance with authority granted by the Civil Service Board.

	<u>New Hourly Rate</u>	<u>Effective Date</u>
Burner and Welder	5.20	November 7, 1968
H. D. Transport (Gooseneck Low Bed)	5.32	November 7, 1968
Self-Propelled Sweeper Operator	5.31	November 7, 1968
Truck Driver (to 4 yards)	4.77½	November 7, 1968
Truck Driver (4 & less than 6 yards)	4.87	November 7, 1968
Truck Driver (8 to 12 yards)	5.31	November 7, 1968
Water Truck Driver (under 2500 gals.)	4.88½	November 7, 1968
Winch Truck Driver	5.08½	November 7, 1968

Motion was seconded by Mr. Street and carried by the following vote:

AYES: Members Alexander, Diepenbrock, Erickson, Genshlea, Street

NOES: None

EMPLOYEE STATUS IN POSITIONS
REALLOCATED TO HIGHER CLASSES:

Secretary advised that employees below listed occupied

positions which have been reallocated to higher classes after review of duties and responsibilities assigned and approval of the department head, and recommended that permanent status be granted in the higher classes.

<u>Name</u>	<u>Reallocated Class</u>
Tom Callaghan	General Repairman
Clemmie Cooper	Associate Planner
Barbara Dennis	Intermediate Typist-Clerk
Galina Dubowskoy	Senior Legal Stenographer
Jaqueline Freels	Intermediate Stenographer-Clerk
Diann Ogden	Senior Typist-Clerk
Robert Ramirez	Communications Operator II
Susan Raquel	Intermediate Typist-Clerk

Motion was made by Mr. Street that permanent status be granted the above employees in the classes designated in accordance with Section 4.7(c) of the rules and regulations. Motion was seconded by Mr. Genshlea and carried by the following vote:

AYES: Members Alexander, Diepenbrock, Erickson, Genshlea, Street

NOES: None

REQUEST FOR ENTRANCE SALARY AT STEP "C":

Jack W. Chandler
Principal Analyst-Programmer

Communication from C. A.
Kitchen, City Controller,
requesting approval of en-

trance salary at Step "C" of salary range #59 (\$1002) for Mr. Jack W. Chandler, recently appointed to the new class of Principal Analyst-Programmer, was considered.

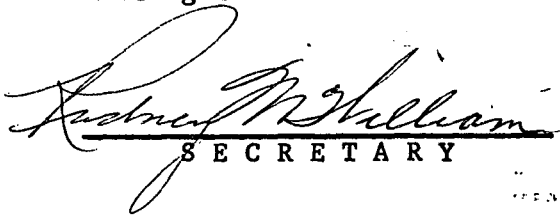
Secretary advised that the request had been approved by E. A. Fairbairn, City Manager.

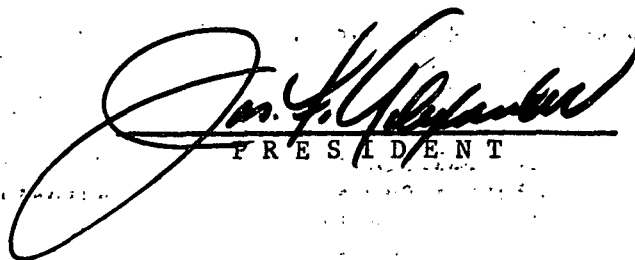
Motion was made by Mr. Erickson that the request be approved. Motion was seconded by Mr. Genshlea and carried by the following vote:

AYES: Members Alexander, Diepenbrock, Erickson, Genshlea, Street

NOES: None

There being no further business, the meeting adjourned at 2:30 p.m. to meet again at the call of the Chair.


SECRETARY


PRESIDENT

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING DECEMBER 2, 1968

The Civil Service Board met in special session in the Conference Room at 819 Tenth Street at 1:30 p.m.

PRESENT: Members Alexander, Diepenbrock, Erickson, Genshlea, Street

ABSENT: None

The Chairman, James Alexander, advised that this meeting was being held for the purpose of considering salary recommendations for the City Council in

order that any changes might be made effective January 1, 1969.


The Secretary submitted tentative salary recommendations based on the survey data previously presented to the Civil Service Board. These tentative recommendations called for a basic 2½-range general increase, with additional one or more range adjustments for particular classes based on the data. He further advised that the recommendation for a basic 2½-range general increase would require "splitting" of the present salary ranges, but would still maintain ranges approximately 2.3% apart.

After considerable discussion, it was the consensus of the Board members that the general 2½-range increase was unacceptable, and further, that there were many instances where the recommendations either fell considerably short of or exceeded the data for the bench-mark classes.

As a result, the Personnel Officer was instructed to prepare another recommendation by using a new salary range structure including the "split" ranges as well as the present ranges, making ranges 1.1% apart, and to fit the "bench-mark" classes to the survey data in such a way that the maximum salary recommended for any bench-mark class would at least equal the survey data for the bench-mark class, after rounding off the survey data to the nearest dollar.

The Personnel Director was further instructed to prepare the new recommendations based on these guidelines in order that they might be further studied and reviewed at a meeting of the Board scheduled for Friday, December 6, 1968, at 1:30 p.m.

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


SECRETARY


PRESIDENT