

MINUTES OF THE REGULAR MEETING
OF THE CIVIL SERVICE BOARD
CITY OF SACRAMENTO
OCTOBER 7, 1980

meeting of the Civil Service Board, City of Sacramento, was called President Street at 1:30 p.m., in the Conference Room, Personnel 801 - 9th Street, Sacramento, California.

Members present: Mrs. Vivian C. Nance
 Mr. Joseph L. Russell
 Mr. Luis J. Campos
 Mr. Wilfred D. Street

Member absent: Mr. Jonathan E. Mayhew

THE REGULAR MEETING OF SEPTEMBER 16, 1980, AND THE SPECIAL MEETING
R 30, 1980

made to approve the minutes of the regular meeting of September 16,
the special meeting of September 30, 1980 as read.

Motion: Mrs. Nance
Second: Mr. Campos

approved by unanimous roll call vote.

THE DIRECTOR OF PERSONNEL

L. Giles, Director of Personnel, addressed the Board and informed
members of leave of absence extensions which had been granted to the
city employees:

- a. Evelia M. Barrios
- b. William E. King
- c. Virginia Poirier

ELIGIBLE LIST

- a. #1666 - Personnel Technician

questioned the request to extend the eligible list for the position
Technician for two months and Mrs. Verna Banks, Senior Personnel
explained the limited amount of interested eligibles currently on the
the possible vacancies anticipated in the near future.

made to approve the request to extend the eligible list for #1666 -
Technician to December 31, 1980.

Motion: Mrs. Nance
Second: Mr. Russell

approved by unanimous roll call vote.

October 7, 1980

- b. #1641 - Plant Operator II
- c. #1642 - Plant Operator III

Motion was made to approve the request to extend the eligible lists for (b) #1641 - Plant Operator II and (c) #1642 - Plant Operator III to May 8, 1981.

Motion: Mr. Russell
Second: Mr. Campos

Motion was approved by unanimous roll call vote.

EXAMINATIONS TO BE ANNOUNCED

- a. #1757 - Police Lieutenant (Promotional)

President Street read the following letter from the Sacramento Police Officers Association, for the record:

"Civil Service Board
City Sacramento
801 Ninth Street
Sacramento, CA 95814

RE: Agenda Of October 7, 1980, Item 5 (a.) #1757
Police Lieutenant (Promotional) Examination

Honorable Members In Session:

The purpose of this correspondence is to advise you that the Sacramento Police Officers Association hereby expresses no opposition to the administration of the upcoming Lieutenant's Promotional Examination by the use of evaluation of candidates through assessment centers. The fact that the SPOA has no opposition to the use of such centers is solely limited to the aforementioned Lieutenant's Examinations due to its experimental nature.

However, the SPOA by entering into this new and innovative program by no way wishes to waive any further rights in regards to other examinations or procedures within the purview of Section 3504 of the Government Code.

Respectfully submitted,

(signed) VAL R. SCHIELE
President"

October 7, 1980

Mrs. Nance requested an explanation of the function of an assessment center, and Mrs. Thelma Vanesian, Assistant Personnel Analyst replied. There was some discussion on this method of examination, and also on the number of eligible Police Sergeants who could apply, and also the ethnic composition of these possible applicants.

Mr. Jonathan Mayhew entered the meeting at 1:42 p.m.

Motion was made to approve examination #1757 - Police Lieutenant (Promotional)

Motion: Mr. Campos
Second: Mrs. Nance

Motion was approved by unanimous roll call vote.

b. #1774 - Motor Sweeper Operator (Promotional)

Ms. Susan Davidson, Associate Personnel Analyst addressed the Board and informed them of amendments to the examination announcement. Under "Necessary Special Qualification", all that is required is a valid Class III Driver License and not a Class II Driver License; and under "Experience" the words "as of October 24, 1980" should be added, and under "Seniority Credit", the date of "August 1, 1980" should be changed to "October 24, 1980".

Motion was made to approve examination #1774 - Motor Sweeper Operator (Promotional) as amended.

Motion: Mrs. Nance
Second: Mr. Mayhew

Motion was approved by unanimous roll call vote.

c. #1781 - Administrative Assistant II (Promotional only)

There was some discussion between Board members and staff on the different dates listed on the examination announcement under sections "Experience" and "Seniority Credit".

Motion was made to approve examination #1781 - Administrative Assistant II (Promotional only).

Motion: Mr. Mayhew
Second: Mr. Campos

October 7, 1980

Motion was approved by the following roll call vote:

Ayes: Mr. Mayhew
 Mr. Campos
 Mr. Street

Noes: Mr. Russell
 Mrs. Nance

d. #1769 - Fire Captain (Promotional)

There was some discussion on this examination announcement, and questions were raised as to how many eligible applicants could take the examination, the current ethnic breakdown of Fire Captains, and also the ethnic breakdown of the applicants.

Information was requested on the ethnic breakdown of the last Fire Captains eligible list. Staff agreed to respond in a later report.

Motion was made to approve examination #1769 - Fire Captain (Promotional).

Motion: Mr. Campos
Second: Mr. Mayhew

Motion was approved by unanimous roll call vote.

ELIGIBLE LISTS ESTABLISHED

- a. #1755 - Shop Foreman (Body Shop) (Promotional)
- b. #1739 - Firefighter (Amended)

There was some discussion on the Firefighter examination and eligible list.

CLASSIFICATION ACTION ON RECREATION DIVISION REORGANIZATION - SECOND READING

Mr. Garland Rosauo, Business Representative Local #39, addressed the Board and informed the Board members that the employees of this division had been involved in this proposed reorganization, and had given a lot of input into the development of these processes.

Motion was made to approve the Recreation Division Reorganization, the establishment of the new class of Senior Recreation Supervisor, and the title changes of Recreation Supervisor to Recreation Supervisor I, and Senior Recreation Supervisor to Recreation Supervisor II.

Motion: Mr. Mayhew
Second: Mr. Campos

Motion was approved by unanimous roll call vote.

October 7, 1980

REVISION OF COMMUNITY SERVICE REPRESENTATIVE CLASS SPECIFICATION - FIRST READING

Ms. Vanesian addressed the Board and explained the need to revise the class specifications for the position of Community Service Representative. There was some discussion on this and on the need for bilingual skills in this type of classification.

Motion was made that the revision of Community Service Representative Class Specification be passed for second reading.

Motion: Mr. Mayhew
Second: Mr. Russell

Motion was approved by unanimous roll call vote.

RECOMMENDED DECISION OF ADMINISTRATIVE LAW JUDGE

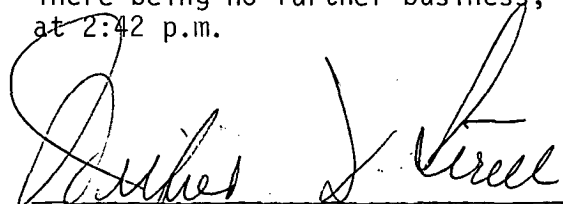
Rodney C. Hilaman - Appeal

President Street recessed the meeting for an executive session in order to consider the appeal of Rodney C. Hilaman.

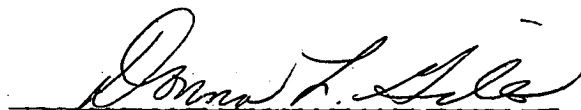
Meeting recessed at 2:30 p.m.
Meeting reconvened at 2:40 p.m.

President Street announced that it was the decision of the Board by unanimous vote that the appeal of Rodney C. Hilaman be denied and that the proposed order of the Administrative Law Judge sustaining his termination be upheld.

There being no further business, President Street declared the meeting adjourned at 2:42 p.m.



Wilfred D. Street
President



Donna L. Giles
Secretary