

## MINUTES

June 7, 2011

*Historic City Hall  
915 I Street, 2<sup>nd</sup> Floor – Hearing Room*

All items listed are heard and acted upon by the Civil Service Board unless otherwise noted.

### Call to Order – 1:30 PM

**Roll Call -** Present: Lopez, Manders, Robillard, Wrazel, and Morgan

### Consent Calendar

All items listed under the Consent Calendar are considered and acted upon by one motion. Anyone may request an item to be removed for separate consideration.

#### 1. Approval of Minutes for May 17, 2011

**Location:** (Citywide)

**Recommendation:** Approve

**Contact:** Mary Hernandez, Administrative Assistant, (916) 808-5731, Human Resources Dept.

**Action:** Moved by Ms. Manders, Seconded by Ms. Wrazel to approve the May 17, 2011 minutes. Motion carried with a vote of 5-0.

### Discussion /Action Reports

#### 2. Proposed Revision of Civil Service Board Rule 15 – Vacation Administration

**Location:** (Citywide)

**Recommendation:** Approve

**Contact:** Tosha Cherry, Support Services Manager (916) 808-5498, Human Resources Dept.

**Action:** The Board suggested the following revision to Rule 15.8 to read as follows:

- (a) Separation. Upon a separation from service for any reason after six (6) months of continuous employment, an employee shall be paid a lump sum payment as of the date of separation for any accrued or accumulated and unused vacation on the following basis: DELETE (i), (ii), (iii), reason - redundant reading, and no changes to (iv). The Board Attorney advised City staff to send to Unions once additional changes are made and bring back to the Board for approval.

### Public Comments - Matters Not on the Agenda

None

### Board Ideas, Questions and Announcements

None