

MINUTES OF REGULAR MEETING  
CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
SEPTEMBER 15, 1987

The meeting of the City of Sacramento Civil Service Board was called to order by President Bill White in Conference Room 103, Department of Personnel, 801 - 9th Street, Sacramento, CA at 1:35 p.m.

MEMBERS PRESENT: Mr. Joseph Russell  
Ms. Catherine Harris  
Mr. Jonathan Mayhew  
Mr. Bill White

MEMBERS ABSENT: Ms. Dora Huntzing

MINUTES OF REGULAR MEETING OF SEPTEMBER 1, 1987

A motion was made to approve the minutes of the September 1, 1987 Civil Service Board meeting as amended:

Motion: Mr. Mayhew  
Second: Ms. Harris

The motion was approved by unanimous roll call vote:

REPORTS OF DIRECTOR OF PERSONNEL

Ms. Donna Giles, Director of Personnel, informed the Board that leaves of absences have been approved for Kirk Campbell, Police Officer (Personal), Ernie Amador, Computer Operator (Personal), and Joyce Campouris, Senior Traffic Worker (Personal).

PROPOSED CLASS ABOLISHMENT: CUSTODIAL SUPERVISOR II. PROPOSED REVISED AND RETITLED CLASS SPECIFICATIONS: CUSTODIAL SUPERVISOR I - SECOND READING

Ms. Cathy Bodenhamer addressed the Board on this issue. Ms. Bodenhamer informed the Board that there have been no further comments regarding this item.

A motion was made to adopt the proposed class abolishment for Custodial Supervisor II and the proposed revised and retitled class specifications of Custodial Supervisor I for second reading.

Motion: Mr. Mayhew  
Second: Mr. Russell

The motion was approved by unanimous roll call vote.

PROPOSED REVISED CLASS SPECIFICATION: GREENSKEEPER - SECOND READING

Ms. Cathy Bodenhamer addressed the Board on this issue. Ms. Bodenhamer informed the Board that she has received no further comments regarding this item.

Mr. Jonathan Mayhew informed the Board that he would like to withdraw the addition that he had proposed, at the first reading of this item, to the "Ability to" section of the qualifications of the classification.

A motion was made to approve the proposed revised class specification for Greenskeeper for second reading deleting the additional language added at the first reading.

Motion: Mr. Mayhew  
Second: Mr. Russell

The motion was approved by unanimous roll call vote.

ESTABLISHMENT OF CLASSIFICATION OF SENIOR RECREATION LEADER: GRANTING OF PERMANENT STATUS TO CERTAIN EMPLOYEES IN THIS NEW CLASSIFICATION AND OTHER CLASSIFICATIONS FOR SECOND READING

Ms. Cathy Bodenhamer, Personnel Analyst, addressed the Board on this issue. Ms. Bodenhamer informed the Board that no further comments have been received regarding this item.

A motion was made to adopt the proposed classification of Senior Recreation Leader and to grant permanent status to certain employees in this new classification and other classifications for second reading.

Motion: Ms. Harris  
Second: Mr. Russell

The motion was approved by unanimous roll call vote.

PROPOSED CLASS ABOLISHMENT: COMMUNITY CENTER FACILITIES SUPERVISOR AND THE PROPOSED REVISED CLASS SPECIFICATION: SUPERVISING COMMUNITY CENTER ATTENDANT - SECOND READING

Ms. Cathy Bodenhamer, Personnel Analyst, addressed the Board on this issue. Ms. Bodenhamer informed the Board that there have been no further comments regarding this item.

A motion was made to adopt the proposed class abolishment of Community Center Facilities Supervisor and the proposed revised class specification of Supervising Community Center Attendant for second reading.

Motion: Mr. Russell  
Second: Mr. Mayhew

The motion was approved by unanimous roll call vote.

PROPOSED NEW CLASSIFICATION - ARCHIVIST - FIRST AND SECOND READING

Ms. Cathy Bodenhamer, Personnel Analyst, addressed the Board on this item. Ms. Bodenhamer informed the Board that this new classification is needed in order to preserve the archival collections of the Sacramento Museum and History

Division. There is currently no classification that accurately reflects the duties and responsibilities of the proposed Archivist class.

A motion was made to adopt the proposed new classification of Archivist for first and second reading.

Motion: Mr. Russell  
Second: Ms. Harris

The motion was approved by unanimous roll call vote.

CLASS REVISIONS - SENIOR ACCOUNTING TECHNICIAN - FIRST READING

Mr. John Worcester, Personnel Services Manager, addressed the Board on this issue. Mr. Worcester informed the Board that this revision to the experience requirement is necessary in order to allow the City greater flexibility in recruiting qualified individuals for the class.

A motion was made to adopt the class revisions to Senior Accounting Technician for first reading.

Motion: Ms. Harris  
Second: Mr. Russell

The motion was approved by unanimous roll call vote.

CHANGE IN PROBATIONARY PERIODS - FIRST READING

Stephanie Clymer, Personnel Analyst, addressed the Board on this issue. Ms. Clymer informed the Board that the City and Local 39, during recent negotiations, reached an agreement to change probationary periods from 6 months to 12 months for the following classifications: Construction Inspector I, Electrical Construction I, Electronic Maintenance Technician Trainee, Instrument Technician Trainee, and Lighting and Signals Technician Trainee.

A motion was made to adopt the change in probationary periods for first reading.

Motion: Mr. Mayhew  
Second: Mr. Russell

The motion was approved by unanimous roll call vote.

EXTENSION OF ELIGIBLE LIST

Information item only.

EXAMINATIONS ANNOUNCED

Information item only.

CITIZENS ADDRESSING THE CIVIL SERVICE BOARD ON MATTERS NOT ON THE AGENDA

Information item only.

RECOMMENDED DECISION OF THE ADMINISTRATIVE LAW JUDGE IN THE MATTER OF THE APPEAL OF LYLE BALIEL, RONALD M. ROSS, ROBERT JONES, MIYAGI MASAYOSHI, DOUGLAS JUAREZ, SR.

Ms. Tamara Milligan-Harmon, Deputy City Attorney, addressed the Board and asked them to adopt the recommended decision of the Administrative Law Judge.

Mr. David Rosenfeld, Attorney representing Mr. Baliel, Mr. Ross, Mr. Jones, Mr. Masayoshi and Mr. Juarez addressed the Board. Mr. Baliel was present. Mr. Rosenfeld informed the Board that there were no ground rules established prior to the meeting in question as to how it was to be conducted. He asked the Board to reverse the decision of the Administrative Law Judge.

After considerable discussion by the Board, Ms. Milligan-Harmon and Mr. Rosenfeld a motion was made to amend the decision of the Administrative Law Judge as follows:

Determination of Issues, Paragraph I, last sentence "Based on this finding a three (3) day suspension is not appropriate. A one (1) day suspension is a reasonable form of discipline.

Determination of Issues, Paragraph II, last sentence "Based on this finding a three (3) day suspension is not appropriate. A one (1) day suspension is a reasonable form of discipline.

The Order is amended to read Respondents Lyle Baliel, Robert Jones, Douglas Juarez, Sr., Miyagi Masayoshi, and Ronald M. Ross are each suspended from their position as Equipment Operator I for one day.

Motion: Ms. Harris  
Second: Mr. Mayhew

The motion was approved by the following roll call vote:

Ayes: Ms. Harris  
Mr. Mayhew  
Mr. White

No: Mr. Russell

RECOMMENDED DECISION OF THE ADMINISTRATIVE LAW JUDGE IN THE MATTER OF THE APPEAL OF WILLIAM HENRY, BUILDING INSPECTOR II

Ms. Linda Gonzales, Deputy City Attorney, addressed the Board. Ms. Gonzales asked the Board to adopt the proposed decision of the Administrative Law Judge. She informed the Board that even though the Law Judge ruled adversely on one of the causes for discipline, the penalty imposed by staff should still be upheld due to the severity of the remaining basis for discipline.

Mr. David Rosenfeld, Attorney at Law, representing Mr. Henry addressed the Board. Mr. Henry was present. Mr. Rosenfeld asked the Board to reduce the discipline imposed. Mr. Rosenfeld noted that since the Law Judge did not uphold a certain portion of the discipline the 20 days is too severe.

A motion was made to adopt the Findings of Fact, Determination of Issues and the proposed decision of the Administrative Law Judge.

Motion: Mr. Mayhew  
Second: Ms. Harris

The motion was approved by unanimous roll call vote.

RECOMMENDED DECISION OF THE ADMINISTRATIVE LAW JUDGE IN THE MATTER OF THE APPEAL OF ROBERT L. GIVENS, POLICE OFFICER

Ms. Tamara Milligan-Harmon addressed the Board on this issue. Ms. Harmon asked the Board not to adopt the proposed decision of the Law Judge but to impose the original one (1) day suspension.

Mr. Bill Curtis, Attorney at Law, representing Officer Givens addressed the Board and asked that they adopt the proposed decision of the Administrative Law Judge.

After discussions by the Board, Ms. Harmon and Mr. Curtis a motion was made to modify the Determination of Issues, Paragraph IV, to read "The violation of the Code 3 initiation is sufficient to justify a one day suspension from duty"; and to modify the Order to read "The Appellant is suspended from duty for one (1) day."

Motion: Mr. Russell  
Second: Ms. Harris

The motion was approved by the following roll call vote.

Ayes: Ms. Harris  
Mr. Russell  
Mr. White

No: Mr. Mayhew

There was no further business, President White declared the meeting adjourned at 3:50 p.m.

*Bill White*

Bill White  
President

*Donna L. Giles*

Donna L. Giles  
Secretary