

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

October 11, 1939

The Civil Service Board met in special session in their office at 8:00 o'clock P.M.

PRESENT: Commissioners Cavanaugh, Deise, and President Stacy.
ABSENT: None

UNIFORM FIREMAN EXAM.
ELIGIBLE REGISTER #90

Intention to Abolish
Eligible Register

After review of appointments made and determination that a new examination was to be held for this position, Mr. Deise moved that it be the intention of the Board to abolish eligible register #90 and that notices be sent to those remaining on the list that it would be necessary for them to take the new examination in order to be placed upon the new list; seconded by Mr. Cavanaugh and unanimously carried.

UNIFORM FIREMAN EXAM. #136

Date Set for Mile Run
Announcement Notice Apprv.

Having received information from the City Manager and the Fire Department that it would be best for the Service to hold a new examination for this position and having instructed the Secretary to prepare material relating thereto, and after considering the examination announcement notice dated October 10, 1939, Mr. Deise moved that the announcement notice and its contents, ^{scope, and questions,} be approved; seconded by Mr. Cavanaugh and unanimously carried.

After discussion of material to be included in items listed in the examination announcement notice, it was the order of the Board that the Secretary be instructed to prepare examination material in conformance with the announcement notice.

After discussion Mr. Deise moved that either November 19 or November 26, 1939, be set as dates for the Mile Run, which is to have a time limit of seven

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(7) minutes; seconded by Mr. Cavanaugh and unanimously carried.

DOYLE, CHARLES F.

Status

The matter of Charles F. Doyle was continued by the Board.

BURMAN, JAY

Status

Pursuant to the request of Mr. Burman, his history record was reviewed by the Board and after discussion it was the

order of the Board that due to lapse of employment between appointments, seniority should not be considered as including employment subsequent to the appointments of June 14, 1937, and June 22, 1938.

CUSTODIAN EXAM. #133

Grading

After review ^{of papers} and discussion relating to an analysis of the results of the examination, it was the order of the Board that

eighty questions answered correctly in the practical examination should equal a grade of 70%.

After discussion relating to a possible date for personal interviews, it was the order of the Board that October 25, 1939, at 7:00 o'clock P.M. be set as a date for this purpose.

DEPARTMENTAL REPORTS,
APPROVAL OF

After review and consideration of the following reports received from departments, it was the order of the Board that

they be approved:

City Attorney

Glenn, Everett M. - Temp. Appt. 9/29/39 Relief Pros. Att'y. @ \$225. Mo. Exempt..

Engineering Department

Davis, Leroy L. - Temp. Appt. 10/2/39 Electrician @ \$11.00 Day.
Wheeler, L. S. - Temp. Appt. 10/4/39 Janitor @ \$125 Month from list.

Water Department

Mansur, Benjamin B. - Temp. Appt. 10/6/39 Oiler @ \$175 Month from Pump Operator list.

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SILVA, GEORGE

Status

Upon the request of Mr. George Silva, Board members again considered minutes of past meetings relating to his status and, after review of the minutes of June 7, 1939, July 26, 1939, August 30, 1939, and September 27, 1939, Mr. Deise moved that action of the Board of July 26, 1939, relating to a transfer and re-classification of Mr. George Silva from the classification of Auto Mechanic to the classification of Laborer-Handyman be rescinded and that Mr. Silva be restored to the status held by him prior to July 26, 1939 and that the Secretary is to instruct the department head and Mr. Silva of the Board's action; seconded by Mr. Cavanaugh and unanimously carried.

register be posted; seconded by Mr. Cavanaugh and unanimously carried.

ADDRESSOGRAPH OPERATOR
EXAMINATION #130

After review of the tentative eligible register and determination that corrections need not be made in grading

Reg. Established

of scores, Mr. Cavanaugh moved that the Addressograph Operator Eligible Register #130 be approved as follows, effective October 26, 1939; seconded by Mr. Deise and unanimously carried:

ADDRESSOGRAPH OPERATOR ELIGIBLE REGISTER #130

| <u>No.</u> | <u>Name</u> | <u>Grade</u> |
|------------|----------------------|--------------|
| 1 | Charlotte S. Johnson | 92.75 |
| 2 | Myrvin McHan | 85.35 |
| 3 | Gretchen L. Harbeke | 84.95 |
| 4 | Leonard J. Derheim | 81.95 |
| 5 | Edna May Barton | 79.65 |
| 6 | Dodge K. Glycer | 72.30 |

MEAT INSPECTOR EXAM. #132

After review of the tentative eligible register and determination that corrections should not be made in grade

Reg. Established

scores, Mr. Cavanaugh moved that the following eligible register for Meat Inspectors be approved, effective October 26, 1939; seconded by Mr. Deise and unanimously carried.

MEAT INSPECTOR ELIGIBLE REGISTER #132

| <u>No.</u> | <u>Name</u> | <u>Grade</u> |
|------------|-----------------------|--------------|
| * 1 | Jacob F. Ast | 86.96 |
| 2 | Ronald T. Hauge | 83.96 |
| 3 | Peter T. Hurley | 83.89 |
| 4 | George Santos | 83.75 |
| 5 | Arthur R. Hacker | 81.40 |
| 6 | Frank J. Koewler | 80.65 |
| 7 | Dan R. McLeod | 79.69 |
| 8 | William A. Moulton | 79.66 |
| 9 | Clinton E. Salcedo | 78.00 |
| * 10 | Herbert J. Moncrief | 75.60 |
| * 11 | Winfred E. Baker, Jr. | 74.49 |
| 12 | John L. Hakl | 73.00 |
| 13 | Gilbert Woolford | 70.00 |

* Indicates applicant must satisfy residence requirements.

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MEAT INSPECTOR REGISTER #94

Abolished

After determination that a new Meat Inspector Eligible Register had been established, Mr. Cavanaugh moved that the

Meat Inspector Eligible Register #94 be abolished; seconded by Mr. Deise and unanimously carried.

There being no further business, the Board adjourned at 11:30 P.M. to meet again at the Call of the Chair.

APPROVED:

Joseph T. Stacy
 President

H. H. Jaqueth
 Secretary

MINUTES OF CIVIL SERVICE BOARD
 CITY OF SACRAMENTO
 SPECIAL MEETING

November 8, 1939

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

PRESENT: Commissioners Cavanaugh, Deise, and President Stacy.
 ABSENT: None

MINUTES, APPROVED

and unanimously carried.

UNIFORM FIREMAN EXAM. #136

The minutes of the meeting of October 25, 1939, were read and Mr. Deise moved that they be approved as read; seconded by Mr. Cavanaugh

and unanimously carried.

Fire Chief M. J. Dunphy, Assistant Chiefs A. W. Boothby, James Calvert, L. L. Brockman, and Captain M. I. Vieira were present and discussed elements of the examination, including subject matter to be included

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in the written examination as well as items to be included in the athletic examination.

SAGAR, GEORGE B.

Uniform Fireman Ex. #136

Mr. Sagar appeared and discussed with the Board previous difficulties during which time he had been declared a ward of the Juvenile Court on February 4, 1931. A letter from Probation Officer C. E. Wilson, dated January 12, 1939, stating that his records showed that it was never necessary to again have Mr. Sagar before the Court, was read. After discussion of the matter the Board members suggested that Mr. Sagar discuss his case with Judge P. J. Shields and Leslie Cox, Superintendent, Bureau of Identification, to determine whether or not it would be possible to clear his record prior to action being taken by the Civil Service Board.

MORGAN, JAMES A.

Application for
Uniform Fireman Ex. #136

Mr. Morgan presented a photostat copy of a certificate from Dora Merithew stating that she had examined the records of the Superior Court of Inyo County, finding no criminal complaints, informations, or indictments made or found against Mr. Morgan except an information filed on January 13, 1928, and the photostat certificate certified that on the sixteenth day of January, 1928, criminal proceedings under said information were, by order of the Court, arrested and suspended and have not been revived. The date of the certificate was October 31, 1939. Mr. Morgan had left the copy of the certificate at the office with the request that same be considered favorably by the Board in order that he might be permitted to file application for the examination for Uniform Fireman. After discussion it was the order of the Board that action be continued until such time as additional information might be received from Inyo County officials.

RECREATION LEADER EXAM.

After discussing the possibility of securing eligibles from the existing

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Recreation Leader eligible register and reviewing duties and qualifications of the position, Mr. Cavanaugh moved that the Announcement Notice dated November 3, 1939, for Recreation Leader Examination #137 be approved; seconded by Mr. Deise and unanimously carried.

DUHAIN, CHARLES E.

Re: Age, Uniform
Fireman Application

The Secretary presented an application for the Uniform Fireman Examination #137 from Mr. Duhain as well as applications received from Mr. Duhain for previous examinations. A letter from the Sacramento Unified School District indicated that a discrepancy existed upon Mr. Duhain's application for Uniform Fireman. After discussion it was the order of the Board to have additional information relating to Mr. Duhain's age secured, if possible, from the School Board.

DOYLE, CHARLES F.

The matter of Charles F. Doyle was continued by the Board.

STATIONARY ENGINEER

The Board again considered a letter dated November 14, 1938, from the City Council relating to Stationary Engineers and

ordered that consideration be continued.

DEPARTMENTAL REPORTS
APPROVAL OF

Mr. Deise moved that the following reports received from departments be approved; seconded by Mr. Cavanaugh and unanimously

carried.

City Library

- Boles, John W. Jr. - Temp. Appt. 10/9/39 Library Page @ \$35 Month.
- Lavelle, Wilbur F. - Temp. Appt. 10/28/39 Library Page @ \$15 Month.

City Manager

- Morebeck, Elsie - Temp. Appt. 10/23-28/39 Stenographer @ \$135 Month from list.

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Engineering Department

- Bogardus, George - Temp. Appt. 8/13/39 Airport Attendant @ \$145 Month.
 Riggle, C. - Temp. Appt. 9/5/39 Rodman @ \$6.00 Day.
 Uplinger, Everett - Temp. Appt. 9/24/39 Janitor @ \$125 Month from list.

Fire Department

- Brown, Robert S. - Prob. Appt. 9/5/39 Statistician @ \$175 Month from list.
 McColloch, Marvin - Prob. Appt. 8/21/39 Uniform Fireman @ \$170 Month from list.

Health Department

- Uplinger, Everett - Temp. Appt. 11/13/39 Substi. Janitor @ \$125 Mo. from list.

Park Department

- Marshall, I. F. - Discharged 10/21/39 a/c living outside city limits.
 McKisson, Dalzell - Temp. Appt. 7/12/39 Laborer @ \$120 Month from list.

Police Court

- Cochran, Clara S. - Temp. Appt. 10/13/39 Junior Clerk @ \$100 Month from list.

Police Department

- Borgia, Anthony - Temp. Appt. 10/12/39 Radio Operator @ \$165 Month from list.

Waste Removal Department

- Bates, Aaron - Temp. Appt. 10/27/39 Garbageman @ \$5.05 Day from list.

Water Department

- Silva, George - Temp. Appt. 10/16/39 Laborer-Handyman @ \$140 Month.

Leave of Absence

- Carter, Mary - Two months' leave without pay from 9/16/39, Health Dept.
 Lawrence, G. C. - Leave from 11/1/39 to 1/1/40 without pay, Park Dept.

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

APPROVED:

Leroy Edwise
 President

H. H. J. J. J.
 Secretary