

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
REGULAR MEETING NOVEMBER 3, 1976

The Civil Service Board met in executive session with Deputy City Attorney Leliand Savage to discuss the litigation matter of Thomas Bristow vs. Civil Service Board of the City of Sacramento and William J. Kinney, Chief of Police of the City of Sacramento, State of California; Sacramento Superior Court No. 262929, commencing at 1:15 p.m.

The regular meeting of the Civil Service Board was called to order by Acting President Alba Kuchman at 1:45 p.m. in the Personnel Department Conference Room 103, 801 Ninth Street.

Present: Oreitha Eggleston-Hausey, Alba Kuchman, Wilfred Street.
Absent: Ronald Wright, Jimmie Yee.

MINUTES OF REGULAR MEETING, OCTOBER 19, 1976: Approved as submitted.

ELIGIBLE REGISTERS ESTABLISHED

<u>Exam.</u>	<u>Class Title</u>	<u>Effective</u>	<u>Expiration</u>
#1475	Construction Inspector I	10/19/76	10/18/77
#1477	Building Inspector I (Plumbing)	10/20/76	10/19/77

EXAMINATIONS ANNOUNCED

#1493 Police Sergeant (Promotional)
#1524 Audio-Visual Specialist

It was moved by Mr. Street, seconded by Mrs. Hausey, and carried by unanimous vote to approve the promotional Police Sergeant announcement and the Audio-Visual Specialist announcement.

VOLUNTARY DEMOTION AS A RESULT OF SPECIAL TRANSFER PROGRAM

a. Richard Stanley, Refuse Collector to Maintenance Man I

Mr. Street moved to approve Mr. Stanley's request for voluntary demotion as a result of the special transfer program following the consolidation of the Street Cleaning/Waste Removal functions from Refuse Collector to Maintenance Man I at the "y-rated" salary of \$915 per month (Step "C" of the salary range for Refuse Collector).

Mrs. Hausey seconded the motion, which carried by unanimous vote.

b. Walter Wood, Maintenance Man Truck Driver to Parking Meter Checker

Mr. Street moved to approve Mr. Wood's request for voluntary demotion as a result of the special transfer program following the consolidation of the Street Cleaning/Waste Removal functions from Maintenance Man T.D. to Parking Meter Checker at "y-rated" salary of \$1071 per month (Step "E" of the salary range for Maintenance Man Truck Driver).

Mrs. Hausey seconded the motion, which carried by the following vote:

Ayes: Hausey, Street.
 Noes: Kuchman.
 Absent: Wright, Yee.

REQUEST FOR VOLUNTARY DEMOTION (continued from 10/19/76)
 Francis D. Dupell, Parking Meter Checker to Parking Lot Attendant

(Reference: Minutes of 10/5 and 10/19/76). Inasmuch as Mr. Dupell's driver license had been suspended, his request for voluntary demotion was again presented to the Board.

Mr. Street moved, Mrs. Hausey seconded, and the vote was unanimous to approve Mr. Dupell's request for voluntary demotion to Parking Lot Attendant.

REQUEST FOR LEAVE OF ABSENCE
 Paul Montoya, Tree Trimmer I

Mr. Montoya's request for a six-months' medical leave of absence from August 30, 1976, through February 28, 1977, was approved by the Board. The motion was made by Mrs. Hausey, seconded by Mr. Street, and carried by unanimous vote.

REQUEST FOR REINSTATEMENT AFTER RESIGNATION
 Doris Jennings, former Community Service Representative

Ms. Jennings' request for reinstatement to her former classification of Community Service Representative was received. She had worked eleven months with permanent status as Community Service Representative prior to her resignation on August 24, 1976. Police Chief Kinney's and the Personnel Department staff's recommendation for reinstatement were submitted.

The Board was informed that if Ms. Jennings were to be reinstated as a Community Service Representative, she would be able to fill a current vacancy and to commence work immediately without an orientation training period; that the current Community Service Representative examination, for which the last filing date had just closed, would be recommended to be cancelled.

Mr. Street moved to (1) approve the reinstatement of Ms. Jennings as Community Service Representative, (2) cancel the Community Service Representative Examination #1484, and (3) notify all applicants who had filed for the examination of its cancellation. Mrs. Hausey seconded the motion, which carried by unanimous vote.

Mr. Street moved to (1) approve the reinstatement of Ms. Jennings as Community Service Representative, (2) cancel the Community Service Representative Examination #1484, and (3) notify all applicants who had filed for the examination of its cancellation. Mrs. Hausey seconded the motion, which carried by unanimous vote.

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COMMUNICATION RECEIVED FROM NOGINDER S. RYE, POLICE OFFICER APPLICANT
 (continued from 10/19/76)

Consideration of this item was continued to this meeting to offer Mr. Rye an opportunity to present further testimony and/or documentation concerning the Police Officer written test which was recently held. Ms. Joan House, a Police Officer candidate who passed the recent test, supported the complaint raised by Mr. Rye.

The procedure for this Police Officer examination was in the following order: (1) pass/fail practical (agility) examination; (2) oral interview; and (3) written test which was pass/fail.

Deputy City Attorney Libby Silver cited Rules 7.4(c) and 7.4(g) as authorities by which the Board could act in this matter. The rules are as follows:

"7.4(c) Qualifying Score. Candidates must attain a minimum rating of 70% in each part of any examination in order to qualify for a position on the eligible list. The number of successful applicants on any written or performance test may be regulated by adjusting the qualifying raw score to above or below the actual 70%, in which case the adjusted raw score shall then become the qualifying 70% score; however, in any promotional examination any deviation from the actual 70% raw score as the qualifying score must be approved by the Board."

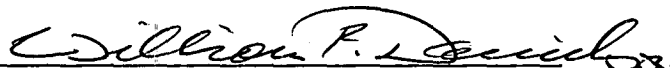
"7.4(g) Review of Test Materials. Appropriate opportunity to inspect test materials shall be granted in accordance with procedure established by the Personnel Officer. A manifest error in grading or rating, if called to the attention of the Personnel Officer within fourteen calendar days after the mailing of notices of results of an examination, shall be corrected. Correction shall not, however, affect certification or appointment already made from the eligible list."

After discussion, Mr. Street moved to give Mr. Rye a passing score based on Rule 7.4(g). The motion failed due to lack of a second.

After discussion, the City Attorney's Office was requested to review the Civil Service Board Rules for sections under which the Board could adjust candidates' scores.

Mrs. Hausey moved to postpone further consideration of this matter to the next regular meeting. Mr. Street seconded the motion, which carried by unanimous vote.

The meeting adjourned at 3:00 p.m.



William F. Danielson
Secretary



Alba Kuchman
Acting President