

Sacramento, California,

May 27, 1932.

The Civil Service Board of the City of Sacramento met in special session on the above date at five-twenty o'clock P. M. in the office of the Board, Room 106 City Hall, President Weisman presiding.

PRESENT: Commissioners Chenu, Deise, and Weisman.  
ABSENT : None.

The minutes of the previous meeting were read and the following corrections were made. In the fourth paragraph the word "prepared" was changed to read "proceeded". In the seventh paragraph, the following change was made. "It was properly moved by Commissioner Chenu and seconded by Commissioner Deise that the requests of W. T. Riddle, Roy V. Wise, and E. J. Howerton applicants in the Truck Driver's examination for review were made by the Board."

A request was received from Mr. James S. Dean, City Manager, to the effect that he be notified two weeks prior to the completion of an employee's probational period of six months. It was properly moved by Commissioner Chenu, seconded by Commissioner Weisman and unanimously carried that the Secretary be instructed to comply with this request and furnish the desired information to the City Manager.

A request was presented by Mr. Charles C. Wells an employee in the Police Department, for a ninety (90) day leave of absence, starting May 2, 1932. It was disclosed that this employee has been sick for a long period of time and it is recommended by the

head of his department that he be granted this leave of absence. It was properly moved by Commissioner Deise, seconded by Commissioner Chenu, and unanimously carried that the request be granted.

The following communications were received and after being read it was moved that they be placed on file and without objection it was so ordered:

A letter from James S. Dean, City Manager, regarding Detective Sergeant Clyde Nunn commending him on his efficient work.

A letter from James S. Dean, City Manager, regarding the transfer of Miss Eleanor Christian from Assessor-Collector's department to Water Department.

✓ Communication regarding transfer of M. Bryson from Assessor-Collector's Department to Water Department.

Notification from Jas. S. Dean, City Manager, advising effective date of sick leave ordinance.

Notification of amount of vacation granted to employees working on five day basis.

At this time, the question of establishing an extra board for the Garbage Department was presented by Mr. McQuillan. After considerable discussion, the following rule was established:

It was properly moved by Commissioner Chenu, and seconded by Commissioner Deise that an extra board be established from the eligible list for convenience of the Garbage Department.

It is hereby ordered that ten (10) men be taken from the eligible list beginning with number one and following through until the ten men have been placed on the extra board. This extra

board will rotate in the following manner. Those who work on any day will the following day be assembled at the bottom of the list in the order in which they held the preceeding day, except for those who were absent that day. These members of the extra board who were absent will automatically be placed below the members who had worked the preceeding day and have been assembled at the bottom of the list.

It is further provided that any member of the extra board who absents himself seven successive days from the extra board without cause in the opinion of the Civil Service Board will be automatically relieved from the extra board and another member shall be taken from the eligible list to complete the extra board. This rule of procedure does not violate any rights which an eligible on the Garbage man's eligible list has to permanent appointment. Any employment which has a week or more duration should be considered as sufficient employment to choose an eligible from the eligible list.

The vote was as follows:

AYES: Commissioners Chenu, Deise, and Weisman.  
NOES: None.

No further business appearing before the Board, they stood adjourned at seven-twenty o'clock P. M. to meet again at the call of the Chair.

  
S e c r e t a r y.

APPROVED:

  
P r e s i d e n t.