

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

January 26, 1942

The Civil Service Board met in special session in its office at 5:00 P.M.

PRESENT: Commissioners Cavanaugh, Deise and Stacy

ABSENT: None

APPLICATIONS REVIEWED

Jr. Clerk #161
Stenographer #162

At this time the Board members reviewed the applications from candidates desiring to take the Junior Clerk and Stenographer Examinations. From the experience and education records upon the application blanks, those qualified to continue with the examination were selected.

ELECTION OF OFFICERS

Following the usual custom of electing officers each two years, Dr. Stacy moved that Mr. Cavanaugh be elected President to serve in such capacity during the next two year period; seconded by Mr. Deise and unanimously carried. Thereafter Mr. Cavanaugh moved that Dr. Stacy be elected Vice President to serve in such capacity during the next two year period; seconded by Mr. Deise and unanimously carried. At this time Mr. Cavanaugh asked to be excused.

GARBAGEMAN EXAMINATION #160

The Secretary reported that the Practical Test of the Garbageman Examination had been held as scheduled from 10 A.M. to 3:30 P.M. on January 17, 1942, and that the following assisted Mr. Everett in conducting this examination: Messrs. Don Stonum, W. T. Sloan, H. E. Jones, Wm. C. Benjamin and Patrick J. Bennett. After reviewing raw scores received by candidates taking this examination, Dr. Stacy moved that the following be established as the grading scale for this examination; seconded by Mr. Deise, thereupon becoming the order of the Board:

Block Handling - raw score of 60 equals 70%
Weight Lifting - raw score of 22 equals 70%

After discussion and agreement, it became the order of the Board that Vision Test for this examination be held February 10, 1942.


LEROY DEISE

Reappointment


Resolution No. 9, dated January 16, 1942, from the City Council, reappointing Mr. Deise for a six year

period to the Civil Service Board, terminating December 31, 1947, was read and ordered filed.

There being no further business, the Board adjourned at 7:00 P.M. to meet again at the Call of the Chair.


Secretary

APPROVED:


President

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

January 29, 1942

The Civil Service Board met in special session in its office at 7:45 P.M.

PRESENT: Commissioners Deise and Stacy
ABSENT: Commissioner Cavanaugh

FRED BAZLEN

Correction of age

Mr. Bazlen appeared before the Board and stated that when he entered City service, because of the age listed on

his naval discharge, he had given his date of birth as 1899 instead of 1902, and requested information relating to the correction of such records. The Board instructed him to submit documentary evidence relating to his correct date of birth.

ROY HENDRICKS

Mr. Roy Hendricks, Geo. Popert, Attorney, and Carl Hoskinson, Supt. of the Water Division, appeared before the Board to discuss Mr. Hendricks' request for classification as Pump Operator. The Charter and Civil Service Board Rules relating to probationary period were discussed. Mr. Hoskinson stated that Mr. Hendricks was employed from the list as Relief Pump Operator at the present time and might complete his probationary period this summer. No action was taken by the Board in this matter.

WAGE SCALES

Notice of Hearing

Mr. Deise moved that a hearing be held for the various City departments relating to wage scales and classification on a date to be arranged by Mr. B. W. Cavanaugh; seconded by Dr. Stacy, thereupon becoming the order of the Board.

LISTS EFFECTIVE

Engineering Aid #157
Asst. Building Inspector #158

After determining that no appeals for review had been filed and that the 30 day review period had elapsed, Mr. Deise moved that the following lists be made effective January 30, 1942; seconded by Dr. Stacy, thereupon becoming the order of the Board.

ENGINEERING AID ELIGIBLE REGISTER #157

<u>Position On List</u>	<u>Name</u>	<u>Percentage Grade</u>
1.	Owen S. Stanley, Jr.	91.63%
2.	Jack A. Adams	91.28
3.	Douglas A. Sheffield	85.78
4.	Noel R. Onstad	78.25
5.	Gene De Ingenius	76.98
6.	John A. Jochim	76.83
7.	Bruce Corrigan	76.78
8.	Wilbur Stroh	72.55

ASSISTANT BUILDING INSPECTOR ELIGIBLE REGISTER #158

<u>Position On List</u>	<u>Name</u>	<u>Percentage Grade</u>
1.	Alfred Brosio	82.50%
2.	Albert B. Thomas	77.00
3.	James A. Gillem	75.50
4.	Arthur J. McNeil	70.30
5.	Frank Sarmento	70.17

LEAVES OF ABSENCE

Jos. C. Lavelle
 Wm. Van Deeven
 Anna C. Salt

At this time the Board considered the request of Mr. Jos. C. Lavelle who has been employed for two months as Sanitary

Inspector in the Health Department for a leave of absence without pay to accept employment with the United States Engineers, and Mr. Wm. Van Deeven, Engineering Aid in the Engineering Department, for a three months leave of absence without pay, to enter private business. After considering these records, Mr. Deise moved that these requests be denied; seconded by Dr. Stacy, thereupon becoming the order of the Board. The Board then considered the request of Miss Anna C. Salt, Senior Clerk in the Purchasing Department, for a three months leave of absence on account of illness. After considering the reason for this request, Mr. Deise moved that this leave of absence be approved; seconded by Dr. Stacy and thereupon becoming the order of the Board.

MILITARY LEAVE

In accordance with the City Council Resolution No. 923 dated December 12, 1941, and Civil Service Board Rule VIII

Section 5, Mr. Deise moved that the following employees be granted a Military Leave for the duration of the war; seconded by Dr. Stacy, thereupon becoming the order of the Board.

<u>Name</u>	<u>Department</u>
Richard E. Mittelstaedt	Water
William P. Stephan	Fire
John C. Jennings	Water
James V. Hicks	Police
Arthur McMillan	Waste Removal
Carl E. Harry	Police
John R. Palmer	Police
Albert R. Munich	Police
Dellivan Fuiks	Health
J. Winston Silva	Police
D. Jackson Faustman	Traffic Signs & Signals
Horace Witbeck	Police
Elton J. Plato	Purchasing
John B. Maloney	Recreation
E. S. Ballas	Engineering

HAZEL R. LINCECUM

List from leave of absence.

The Board considered and upon agreement approved Mrs. Lincecum's request for her reinstatement to the Stenographer Layoff

REGINALD RENFREE

Request for Classification

requesting that Mr. Renfree be granted a permanent rating of Recreation Supervisor. After considering this request, the Board instructed the Secretary to notify Mr. Renfree to appear before the Board for interview at the next meeting.

The Board considered the letter from Elmer G. Congdon, Acting Superintendent of Recreation, dated January 12, 1942,

JOE FLAHIVE

Reclassification

of those duties in the Classification of Electrical Helper. Mr. Deise moved that Mr. Flahive be classified from Apprentice Lineman to Electrical Helper; seconded by Dr. Stacy, thereupon becoming the order of the Board.

After considering records of the abolishment of the Apprentice Lineman classification June 18, 1941, and incorporation

WM. T. SLOAN

This matter was continued to the next meeting of the Board, at which time further information could be presented.

The Board considered the Civil Service report requesting the change of classification of Wm. T. Sloan to Storekeeper.

STATE PERSONNEL BOARD

Contract for Services

Personnel service. After discussion, it was the decision of the Board that a contract providing for the furnishing of answer sheet material and test checking service by the State Personnel Board be entered into.

The Civil Service Board discussed a proposed contract with the State Personnel Board for the providing of various

January 29, 1942

DEPARTMENTAL REPORTS
APPROVAL OF

Mr. Deise moved that same approved;
 seconded by Dr. Stacy, thereupon be-
 coming the order of the Board.

Engineering Department

- Anderson, Clara - Temp. Appt. 12/10/41 Relief Telephone Opr. @ \$4.00 Day
 Boyd, Wm. R. - Temp. Appt. 12/16/41 Electrician @ \$12.00 Day
 Branting, Ruby - Temp. Appt. 12/13/41 Relief Telephone Opr. @ \$4.00 Day
 Estrada, Jack - Temp. Appt. 12/11/41 Relief Janitor @ \$125 Month from
 Laborer List
 Faulkenberry, Lavonne - Temp. Appt. 12/20/41 Relief Telephone Opr. @ \$4.00 Day
 Glacken, Rose Marie - Temp. Appt. 12/13/41 Relief Telephone Opr. @ \$4.00 Day
 Harvey, Thos. - Temp. Appt. 12/22/41 Carpenter @ \$10.00 Day from list
 Hirsch, Al - Temp. Appt. 12/11/41 Painter @ \$10.00 Day
 Martin, E. F. - Temp. Appt. 12/5/41 Relief Elevator Opr. @ \$125 Month
 from Janitor List
 Nunes, Anibal - Temp. Appt. 12/13/41 Janitor @ \$130 Month from Laborer List
 Patton A. J. - Reinst. 12/16/41 Electrician @ \$12.00 Day from layoff list
 Pine, Sarah - Temp. Appt. 12/26/41 Relief Telephone Opr. @ \$4.00 Day
 Shanks, J. M. - Temp. Appt. 12/11/41 Painter @ \$10.00 Day
 Vorhies, Gerald - Temp. Appt. 1/2/42 Relief Janitor @ \$125 Month from
 Laborer List

Health Department

- Chong, Carolyn - Temp. Appt. 1/5/42 Junior Clerk @ \$110 Month
 Ellis, Vera - Temp. Appt. 1/6/42 Bookkeeping Mach. Opr. @ \$90 Month
 from list

Police Department

- Coldani, Henry Jr. - Prob. Appt. 1/1/42 Patrolman @ \$170.00 Mo. from list

Purchasing Department

- Robbins, Wm. J. - Temp. Appt. 12/17/41 Acting Purchasing Agent @ \$210 Month, exempt
 Exempt

Recreation Department

- Hill, Charles - Temp. Appt. 11/1/41 Janitor-Watchman @ \$1.00 Day
 Mello, Richard - Temp. Appt. 6/24/41 Recreation Leader @ 50¢ Hr. from list

Traffic Signs & Signals Department

- Duke, Sylvan J. - Temp. Appt. 1/1/42 Foreman Traffic Linesmen @ \$175 Month

Waste Removal Department

- Balshor, John - Temp. Appt. 12/26/41 Garbageman, Ex. Bd. @ \$5.25 Day

Water Department

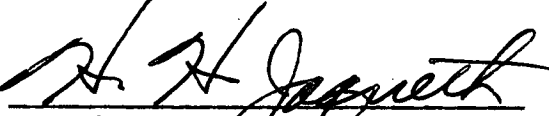
Askew, Guy N.	- Temp. Appt. 1/1/42 Watchman @ \$135 Month from Laborer List
Dupont, Geo. J.	- Temp. Appt. 12/2/41 Laborer @ \$5.50 Day from list
Estrada, Jack B.	- Temp. Appt. 1/1/42 Relief Watchman @ \$5.33 Day from Laborer List
Gaddi, A.	- Temp. Appt. 12/14/41 Laborer @ \$5.50 Day from layoff list
Ham, Robert L.	- Temp. Appt. 12/15/41 Watchman @ \$135 Month
Howard, J. S.	- Temp. Appt. 12/13/41 Watchman @ \$135 Month
McCaffery, Gene	- Temp. Appt. 12/13/41 Watchman @ \$135 Month
Saurer, Theodore	- Temp. Appt. 12/13/41 Relief Fireman @ \$8.00 Day from list
Stevens, Paul G.	- Reinst. 12/20/41 Watchman @ \$135 Month from Laborer Layoff List

Transfers


Burke, Margaret	- Transfer 12/29/41 as Jr. Clerk from Recreation to Water Dept. at \$120 Month
Kelley, S. W.	- Transfer 1/1/42 Truck Driver from Park to Street Tree Div. at \$130 Month
Klovstad, John	- Transfer 12/18/41 Janitor from Hall of Justice to Library at \$130 Month
Merlino, Louis	- Transfer 1/15/42 Laborer from Park to Water Dept. at \$120 Mo.
Mortensen, Nell M.	- Transfer 1/12/42 Jr. Clerk from Health to Prob. Appt. in Purchasing Dept. at \$100 Month
Slater, Alfred	- Transfer 1/15/42 Laborer from Park to Water Dept. at \$120 Mo.

There being no further business, the meeting adjourned at 12:30 A.M. to meet again at the Call of the Chair.

In the absence of the Secretary, the minutes of the meeting were taken by R. P. Everett, Assistant Secretary.


Secretary

APPROVED:


President