

July 27, 1938.

There being no further business, the Board adjourned at 12:00 P.M. to meet again at the Call of the Chair.

APPROVED:

Joseph T. Stacy
President

H. H. J. J. J.
Secretary

MINUTES OF CIVIL SERVICE TESTS
CITY OF SACRAMENTO
SPECIAL MEETING

August 3, 1938

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

REED, RAYMOND

Name restored to
Laborer Reg. #83

After discussing the status of Mr. Reed as reported at a previous meeting, it was the order of the Board

that his name be returned to the Laborer Eligible List in his former position.

HEALTH INSPECTOR

department was read and ordered filed by the Board.

A letter dated July 13, 1938, from Dr. Herbert F. True, Health Officer, discussing duties of Inspector in his

STREET INSPECTOR
ENGINEERING DEPT.

After discussing the duties of this position and the possibility of making appointments from other eligible

registers, it was the order of the Board that the Engineering Department be notified that no eligible list was available.

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STARRING, WILFRED W.

Appt. St. Inspector

be deemed as satisfactory for appointment to the position of Street Inspector.

After reviewing the qualifications of Mr. Starring, dated August 2, 1938, it was the order of the Board that his qualifications

MOORE, L. W.

proved.

At this time the appointment of Mr. Moore, dated July 27, 1938, was reconsidered and it was the order of the Board that same be ap-

TRAFFIC LINESMAN EX. #126

Classification and Definition

classification of Traffic Linesman be established and the definition be approved; seconded by Mr. Cavanaugh and unanimously carried.

After reviewing the definition of duties and minimum qualifications required for this position, Mr. Deise moved that the classifi-

After discussing possible dates, Mr. Deise moved that this examination be held August 19, 1938, at 8:00 o'clock P.M.; seconded by Mr. Cavanaugh and unanimously carried.

IWASAKI, TOMIKO

Laboratory Technician

an outline of the duties from Dr. True, Health Officer, and statement from City Attorney Hugh B. Bradford regarding same.

Upon reviewing appointments, the question arose as to whether or not this position was exempt. The Secretary was requested to secure

STELLNER, CARL

Name Removed --
Laborer Reg. #83

Mr. Stellner's name was removed from the Laborer Eligible Register #83 because of failure to report to certifications.

SANITARY INSPECTOR EXAMINATION #125

the examination be approved and that the examination be held August 4, 1938,

The Board reviewed the definition of the position and after discussion it was the order of the Board that the questions and scope of

August 3, 1938

with the following scope:

SCOPE OF EXAMINATION

<u>Test No.</u>	<u>Title of Test</u>	<u>Weight</u>
1	Adaptability Test	2
2	Knowledge of Laws on Public Sanitation	2
3	Knowledge of Modern Sanitation and Pest Control	1
4	Ability to get along with others	1
5	Personal Interview	4

TRUITT, JAMES C.

Garbageman Ex. #124

A letter from Major-General G. E. Adams, dated July 29, 1938, pertaining to the court-martial record of Mr. Truitt was

read by the Board. After discussion it was the order of the Board that Mr. Truitt be allowed veteran's ten points credit on his standing received in the Garbageman Examination and that a copy of said letter from Major-General Adams be forwarded to the City Police Department for their records.

RULES AND REGULATIONS

Amendment

After discussion Mr. Deise moved that the following amendment to Rule V, Section 12 be introduced; seconded by Mr. Cavanaugh

and unanimously carried:

"(Amended by adding the following:)

When an employee's service in any classification is not consecutive, he will be considered to have completed his probationary period if he has worked six months in the classification during his employment year. An employee's employment year is to be determined by his first appointment from the list."

Mr. Deise moved that the following amendment to Rule VIII, Section 24, be introduced; seconded by Mr. Cavanaugh and unanimously carried:

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"Amend by adding the following section):

Section 4. Any regularly certified permanent employee, who has been appointed to an exempt position and has been continuously employed in the City service, and whose service in such exempt position is terminated, his name shall be placed on the reinstatement list of his former classification. In computing the employee's seniority, time served in the exempt classification shall be counted as time served in his prior classification."

DEPARTMENTAL REPORTS
APPROVAL OF

After reviewing the following reports,
it was the order of the Board that same
be approved:

City Library

Mason, Edward J. - Temp. Appt. 7/29/38 Library Page @ \$35.00 Month.

Crocker Art Gallery

Sullivan, Frank - Temp. Appt. 8/1-15/38 Relief Guard @ \$85.00 Month, Exempt.

Engineering Department

Harvey, Thomas - Temp. Appt. 8/1/38 Carpenter @ \$9.50 Day from list.
Moran, John - Temp. Appt. 8/1/38 Carpenter @ \$9.50 Day from list.

Health Department

Briggs, Richard P. - Temp. Appt. 7/18 Substitute Dentist @ \$210. Mo. Exempt.
Varanini, E. E. - Temp. Appt. 8/1/38 Relief Surgeon @ \$135.00 Mo. Exempt.

Police Court

Orr, Silas - Temp. Appt. Act. Police Judge 7/25/38 @ \$325.00 Month
Exempt.

Waste Removal Dept.

Galante, P. - Temp. Appt. 7/28/38 Laborer @ \$5.30 Day from list.
Knight, Jack - Reinst. 8/4/38 Laborer @ \$5.30 Day from list.
McCarthy, C. - Temp. Appt. 7/27/38 Laborer @ \$5.30 Day from list.
Miller, George - Temp. Appt. 8/2/38 Laborer @ \$5.30 Day from list.

Water Department

Jerabek, Joe - Temp. Appt. 7/21/38 Laborer @ \$115.00 Month, from list.

There being no further business, the Board adjourned at 11:15 P.M. to meet again at the Call of the Chair.

APPROVED:

Joseph T. Stacy
President

W. H. J. J. J.
Secretary