

MINUTES OF THE REGULAR MEETING
OF THE CIVIL SERVICE BOARD
CITY OF SACRAMENTO
JUNE 16, 1981

The regular meeting of the Civil Service Board, City of Sacramento, was called to order by Vice-President Joseph L. Russell in the Conference Room, Personnel Department, 801 - 9th Street, Sacramento, California at 1:35 p.m.

Members present: Mrs. Vivian C. Nance
 Ms. Gail A. Mabbutt
 Mr. Jonathan E. Mayhew
 Mr. Joseph L. Russell

Member absent: Mr. Luis J. Campos

MINUTES OF THE REGULAR MEETING OF JUNE 2, 1981

Motion was made to approve the minutes of the regular meeting of June 2, 1981 as read:

Motion: Mrs. Nance
Second: Ms. Mabbutt

The motion was approved by the following roll call vote:

Ayes: Mrs. Nance
 Ms. Mabbutt
 Mr. Russell

Abstain: Mr. Mayhew

It was requested that Item 6 be taken out of order at this time by Attorney Clarence Brown. There were no objections.

RECOMMENDED DECISION OF THE ADMINISTRATIVE LAW JUDGE

Appeal of Henry Garcia, Maintenance Man I

Mr. Sam Jackson, Deputy City Attorney, addressed the Board and stated that he had no objection to the recommended decision of the Administrative Law Judge.

Mr. Clarence Brown, attorney for Mr. Garcia addressed the Board and requested that the Board adopt the findings and recommended decision of the Administrative Law Judge that Mr. Garcia be reinstated to the City with back pay and all other rights and privileges.

There was some discussion on the fact that Mr. Garcia was due to be transferred to a new position, which would have become effective the day after he was terminated, and also on a possible salary increase.

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Mr. John Worcester, Personnel Management Administrator, addressed the Board and referred to previous Board action on August 19, 1980, which approved the request of Mr. Garcia to transfer from Maintenance Worker I position in the Engineering Department to Park Maintenance Worker I in the Community Services Department.

Motion was made to adopt the recommended decision of the Administrative Law Judge with the provision that Mr. Garcia receive back pay based on whatever he would have received if you had not been terminated on September 12, 1980.

Motion: Mr. Mayhew
Second: Mrs. Nance

Motion was approved by unanimous roll call vote.

REPORTS OF DIRECTOR OF PERSONNEL

Mrs. Donna L. Giles, Director of Personnel, addressed the Board and informed them that she had nothing to report.

REQUEST FOR TRANSFER

Karen M. Flores - Legal Secretary II to Secretary

The Board noted that Mr. Jack Crist, Director of Finance, had requested that a waiver be approved enabling Mrs. Flores to transfer without taking a step demotion. Civil Service Rule 8.3 does not permit employees to receive an increase in salary on a transfer transaction, and this request was denied.

Motion was made to approve the request to transfer Karen M. Flores, Legal Secretary II to Secretary at Step "B".

Motion: Mr. Mayhew
Second: Ms. Mabbutt

Motion was approved by unanimous roll call vote.

PARK DIVISION SUPERVISORY CLASS STUDY - SECOND READING

Reference was made to a letter dated June 5, 1981, from Mr. Victor L. Edmisten, Tree Trimmer Foreman II expressing his concerns on the proposed merging of Park and Tree Foreman classes, and there was some discussion on this matter.

Motion was made to adopt the proposed Park Division Supervisory Class Study and to effect the following class actions:

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Abolish the classes of:

Park Foreman I and II
Tree Trimmer Foreman I and II
Tree Maintenance Foreman I and II
Nursery Foreman
Nursery Worker

Establish the classes of:

Park Supervisor
Tree Trimmer Supervisor
Tree Maintenance Supervisor

Amend the specifications for the following classes:

Tree Maintenance Worker I
Tree Maintenance Worker II

Motion: Ms. Mabbutt
Second: Mrs. Nance

Motion was approved by unanimous roll call vote.

There was some discussion on Civil Service Rules 3.6, and 3.7 and the request from Mr. Darrell Martineau at the previous meeting that the Board consider implementing 3.7 in this class study reallocation. Mr. Worcester addressed the Board and stated that 3.7 was adopted to implement downgrades effected by the Andersen Study only, and while any employee could appeal a Civil Service Rule, 3.6 should be applied in this Park Division Class Study reallocation.

Mr. Martineau addressed the Board and stated that all the classes being considered in the proposed Park Division reallocation were not considered under the Andersen Study, and that if this group had been included in the Andersen Study, Rule 3.7 would be applied.

There was some discussion on this issue, and it was mentioned that if an exception was made in this instance, and rule 3.7 was used, this would set a precedence which could be challenged in the future any time a reallocation was proposed.

Mr. Gene Robinson, Parks Superintendent, addressed the Board and requested that the Board review the inequity situation that this reallocation would create.

Mrs. Nance expressed concern about potential reallocations of classifications which were not considered in the Andersen Study, and if any of these would appeal and request Rule 3.7 be applied.

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Motion was made to deny the request of Mr. Martineau for implementation of Civil Service Rule 3.7 regarding the reallocation procedures in the Park Division Supervisory Class Study.

Motion: Ms. Mabbutt
Second: Mr. Mayhew

Motion was approved by the following roll call vote.

Ayes: Mr. Mayhew
Ms. Mabbutt
Mr. Russell

Abstain: Mrs. Nance

CONVERSION OF CLASSIFICATIONS FROM EXEMPT TO THE CLASSIFIED SERVICE -
SECOND READING

Motion was made to approve the conversion of the following classifications from Exempt to the Classified Service:

Zoo Herpetologist
Business License Supervisor
Assistant Real Estate Supervisor
Booking Coordinator

Motion: Mr. Mayhew
Second: Mrs. Nance

Motion was approved by unanimous roll call vote.

MERGER OF ELIGIBLE LISTS

#1776 and #1817 - Instrument Technician

There was some discussion on this issue, and concern was voiced regarding a possible applicant placing high on one list who would be placed much lower after merging of two lists.

Staff informed the Board that the old list could just be abolished and the new list used. The Board was also informed that the merging of lists was a practice that had been used before.

The Board still expressed some concern on this issue, and requested that staff prepare a report concerning aspects of merging lists, and draft a rule for consideration.

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Motion was made to merge eligible lists #1776 and #1817 - Instrument Technician.

Motion: Mrs. Nance
Second: Ms. Mabbutt

Motion was approved by the following roll call vote:

Ayes: Mrs. Nance
Mr. Mayhew
Ms. Mabbutt

Noes: Mr. Russell

EXAMINATIONS TO BE ANNOUNCED

a. #1818 - Golf Course Marshal

Motion was made to approve examination #1818 - Golf Course Marshal.

Motion: Mr. Mayhew
Second: Mrs. Nance

Motion was approved by unanimous roll call vote.

b. #1824 - Equipment Mechanic II

Motion was made to approve examination #1824 - Equipment Mechanic II.

Motion: Ms. Mabbutt
Second: Mr. Mayhew

Motion was approved by unanimous roll call vote.

c. #1825 - Fire Prevention Technician (Trainee)

Motion was made to approve examination #1825 - Fire Prevention Technician (Trainee).

Motion: Mr. Mayhew
Second: Ms. Mabbutt

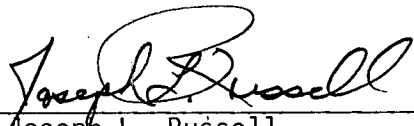
Motion was approved by unanimous roll call vote.

ELIGIBLE LISTS ESTABLISHED

- a. #1770 - Associate Planner
- b. #1783 - Dispatcher I (Police)
- c. #1811 - Traffic Control Maintenance Man I
- d. #1817 - Instrument Technician

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There being no further business, Vice-President Russell adjourned the meeting at 2:53 p.m.



Joseph L. Russell
Vice-President



Donna L. Giles
Secretary