

There being no further business, the meeting was adjourned at 11:45 P.M.
to meet again at the Call of the Chair.

H. H. Jewett
Secretary

APPROVED:

Bartley W. Cavanaugh
President

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING

October 20, 1942

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

PRESENT: Commissioners Cavanaugh and Deise
ABSENT: Commissioner Stacy

MINUTES, READING OF
Approved

Minutes of meeting July 23, July 30
and August 21, 1942, were ordered
approved as read.

GLORIA SOARES

Miss Soares, an employee of the Municipal Court appeared for interview with the Board. After determining Miss Soares' qualifications and reviewing her past experience, Mr. Deise moved that her temporary appointment as of August 11, 1942, for the position of Junior Stenographer-Clerk for employment in the Municipal Court be approved; seconded by Mr. Cavanaugh, thereupon becoming the order of the Board.

PHILIP HOLLAND

Mr. Cavanaugh reported that Mr. Holland and Carl Hoskinson, Superintendent of the Water Department and himself discussed the question of Mr. Holland's employment as Pump Operator with the City

October 20, 1942

Manager. Mr. Cavanaugh reviewed this discussion and after discussion by the Civil Service Board and agreement, it became the order of the Board that Rule VIII Section 2 relating to seniority, applied to this particular case.

ROBERT H. PLUMB

A letter from E. B. Chappell, Superintendent of the Corporation Yard, dated September 3, 1942, requesting the Board to change Mr. Plumb's classification from Junior Clerk to Senior Clerk, was considered by the Board. After discussion, the matter was continued pending investigation of Mr. Plumb's duties, and an additional report from City Engineer.

QUINTEN D. HAZEN
Classification

A letter from Herbert F. True, M.D., City Health Officer, dated May 29, 1942, was considered by the Board August 21, 1942 requesting that Mr. Hazen be listed as a Technician, was considered by the Board. After discussion, the matter was continued, pending receipt of classification study now under way by the City Manager.

WAR EMERGENCY EMPLOYMENT

After discussion relating to difficulty of securing candidates for examinations, appointments from lists, and demands upon the office, Mr. Deise moved that the following resolution be approved; seconded by Mr. Cavanaugh, thereupon becoming the order of the Board:

RESOLUTION
CIVIL SERVICE BOARD
CITY OF SACRAMENTO, CAL.

Approved, October 20, 1942

WHEREAS, due to existing war emergency, candidates for examinations have not appeared in sufficient numbers, and

WHEREAS, existing eligible lists have become inadequate to supply sufficient names for appointments,

NOW, THEREFORE, BE IT RESOLVED that upon appointment by a department head and the City Manager, the Civil Service Board may consider approval of temporary appointments to positions for which eligible lists are inadequate, and

BE IT FURTHER RESOLVED that no Civil Service status is to accrue to the benefit of temporary appointees made under such conditions, and

BE IT FURTHER RESOLVED that at such time as City employees receive such temporary appointments, such employee shall be so notified and/or sign the temporary appointment.

RAY W. JONES

A letter from C. M. Hoskinson, Acting Superintendent of the Water Department dated October 20, 1942, was considered by the Board. Mr. Hoskinson discussed changes in duties performed by Mr. Jones and recommended that his classification be changed to that of Junior Engineer. The matter was continued pending investigation of Mr. Jones' duties.

WILLARD R. KERSH
Classification

A letter from F. N. Evans, Superintendent of Parks, dated June 29, 1942, requesting change of classification for Mr. Kersh to Senior Clerk was considered by the Board.

After review of duties being performed by Mr. Kersh, Mr. Deise moved that the position now held by Mr. Kersh be deemed to be that of a Senior Clerk; seconded by Mr. Cavanaugh, thereupon becoming the order of the Board.

After further discussion and review of Mr. Kersh's usual occupations, Mr. Deise moved that Mr. Kersh be reclassified from Junior Clerk to Senior Clerk; seconded by Mr. Cavanaugh, thereupon becoming the order of the Board.

W. P. STEPHAN

The Board considered Mr. Stephan's application for leave of absence while attending a school of medicine at the University of California. The Board also considered a letter from Mr. E. C. Goldsworthy dated September 17, 1942, certifying that Mr. Stephan was a student in the Medical School undergoing training. After discussion, the matter was continued pending receipt of an opinion from the Draft Board relating to Mr. Stephan's classification.

NAMES OFF LIST

After investigation, the following names were ordered removed from Eligible Registers because certifications were either returned by postal authorities or eligibles failed to report after certification:

October 20, 1942

Bertha Pendleton	- Police Matron
Vernon V. Bingham	- Laborer
Chas. E. Luccesi	- Laborer
Robert Young	- Jr. Fingerprint Technician
Robert J. Jean	- Senior Clerk
Anita L. Scacchetti	- Bookkeeping Machine Opr.
Albert S. Hosmann	- Sanitary Inspector
Carol Mathison	- Junior Clerk
Ernest B. Davis	- Cashier
Neil J. Sullivan	- Sanitary Inspector
Leo B. Hoschler	- Uniform Fireman
Wm. J. Richardson	- Uniform Fireman
Byron N. Petersen	- Uniform Fireman
Cecily McRae	- Junior Clerk

DEPARTMENTAL REPORTS
APPROVAL OF

After review of Departmental Reports
and agreement, the following were
ordered approved:

Assessor-Collector

Culton, Carroll - Prob. Appt. 10/13/42 Cashier @ \$160 Month from list

City Library

Amick, Marilyn	- Temp. Appt. 10/1/42 Library Page @ 45¢ Hour
Burton, Anita A.	- Temp. Appt. 9/16/42 Jr. Librarian @ \$140 Month - Exempt
Ceffalia, Vera	- Temp. Appt. 9/15/42 Library Page @ 45¢ Hour
Ganol, Carrie	- Temp. Appt. 9/2/42 Book Mender @ \$110 Month
Goldhamer, Helen	- Temp. Appt. 9/2/42 Library Clerk @ \$110 Month
Miller, Joann	- Temp. Appt. 9/17/42 Library Page @ 45¢ Hour
Schmidt, Paul	- Temp. Appt. 9/16/42 Library Page @ 45¢ Hour
Smith, Patsy	- Temp. Appt. 9/14/42 Library Page @ 45¢ Hour

Crocker Art Gallery

Carrington, James H. - Temp. Appt. 10/1/42 Night Janitor @ \$130 Month

Department of Accounts

Avis, Dorothy I.	- Prob. Appt. 10/19/42 Junior Clerk @ \$130 Mo. from List
Oldham, Thomas W.	- Prob. Appt. 10/1/42 Senior Clerk @ \$160 Mo. from List

Engineering Department

Carlsen, Martin	- Temp. Appt. 9/10/42 Laborer @ \$132 Month
Hilton, Lyle D.	- Temp. Appt. 9/15/42 Janitor @ \$130 Month
Larson, Carl O.	- Temp. Appt. 10/12/42 Laborer @ \$145 Month
Pagni, G.	- Temp. Appt. 9/8/42 Laborer @ \$132 Month
Palfanio, Joseph	- Temp. Appt. 9/14/42 Laborer @ \$132 Month
Tiller, Jess D.	- Temp. Appt. 9/10/42 Laborer @ \$132 Month
Wiseman, J. J.	- Reinst. 10/12/42 Laborer @ \$145 Mo. from Layoff List

Fire Department

Buckley, D. J.	- Reinst. 10/1/42 Appointed Captain @ \$225 Mo. from Layoff List
Dal Porto, A. V.	- Prob. Appt. 10/4/42 Uniform-Fireman @ \$170 Mo. from List
Daly, L. L.	- Reinst. 10/1/42 Appointed Engineer @ \$215 Mo. from Layoff List
Duart, E. F.	- Prob. Appt. 10/1/42 Uniform-Fireman @ \$170 Mo. from List
King, G. A.	- Prob. Appt. 10/1/42 Uniform Fireman @ \$170 Mo. from List
Loris, J. W.	- Prob. Appt. 10/1/42 Uniform-Fireman @ \$170 Mo. from List
Pease, W. L.	- Reinst. 10/1/42 Appointed Captain @ \$225 Mo. from Layoff List
Seaton, A.	- Prob. Appt. 10/1/42 Uniform-Fireman @ \$170 Mo. from List
Stephens, W. B.	- Prob. Appt. 9/20/42 Uniform-Fireman @ \$170 Mo. from List
Vicari, V.	- Prob. Appt. 9/23/42 Uniform-Fireman @ \$170 Mo. from List

Health Department

Anderson, Mary	- Temp. Appt. 10/19/42 Health Nurse @ \$160 Mo. Exempt
Briggs, Richard P.	- Temp. Appt. 7/27/42 Subst. Half Time Surgeon @ \$220 Mo.
King, Pearl	- Temp. Appt. 9/29/42 Junior Clerk @ \$125 Mo. from List
Lincecum, Hazel	- Reinst. 10/5/42 Stenographer @ \$145 Mo. from Layoff List
Pratt, Ella V.	- Temp. Appt. 9/19/42 Subst. Nurse @ \$165 Mo. Exempt
Puliz, Anthony M.	- Temp. Appt. 9/16/42 Asst. Sanitary Inspector @ \$175 Mo.
Whitaker, Louise	- Temp. Appt. 10/19/42 Junior Clerk @ \$125 Mo. from List
Wilson, Patricia	- Temp. Appt. 10/21/42 Health Nurse @ \$160 Mo. Exempt

Municipal Court

Hitchcock, Elise	- Prob. Appt. 10/1/42 Junior Clerk @ \$110 Mo. from Layoff List
Snow, Beora	- Temp. Appt. 9/22/42 Deputy Clerk @ \$145 Mo.
Soares, Gloria	- Temp. Appt. 8/11/42 Jr. Steno.-Clerk @ \$125 Mo.

Police Court

Morebeck, Elsie	- Reinst. 8/31/42 Stenographer @ \$135 Mo. from Layoff List
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Police Department

Cosgrove, E. L.	- Temp. Appt. 10/4/42 Janitor @ \$5.25 Day
Gardner, Richard	- Prob. Appt. 9/16/42 Patrolman @ \$170 Mo. from List
Joseph, Mary	- Temp. Appt. 9/13/42 Junior Clerk @ \$115 Mo. from List
Joseph, Mary	- Temp. Appt. 10/12/42 Junior Clerk @ \$115 Mo. from List
Traudt, Marguerite	- Prob. Appt. 10/12/42 Junior Clerk @ \$115 Mo. from List
Wilkins, Sue R.	- Emerg. Appt. 10/5/42 Junior Clerk @ \$115 Mo.
Williams, Robert J.	- Prob. Appt. 10/1/42 Patrolman @ \$170 Mo. from List.

Traffic Signs & Signals Department

Schu, Ruth P.	- Temp. Appt. 10/20/42 Junior Clerk @ \$120 Month
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Transportation Fund

Pemberton, H. W.	- Temp. Appt. 8/31/42 Relief Watchman @ \$5.50 Day
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October 20, 1942

Waste Removal Department

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| Bishop, Arthur | - Temp. Appt. 10/7/42 Pick-up Man @ \$142 Month |
| Brown, Lester | - Temp. Appt. 10/8/42 Pick-up Man @ \$142 Month |
| Elebeck, H. | - Temp. Appt. 9/21/42 Garbageman @ \$5.60 Day |
| Finley, Chas. | - Temp. Appt. 10/6/42 Pick-up Man @ \$142 Month from
Laborer's List |
| Grannes, Harvey | - Temp. Appt. 10/13/42 Pick-up Man @ \$142 Month |
| Griffin, Mary | - Temp. Appt. 9/14/42 Addressograph Operator @ \$100 Mo. |
| Horn, R. | - Temp. Appt. 9/22/42 Garbageman @ \$5.60 Day |
| Hudson, James | - Temp. Appt. 9/8/42 Garbageman @ \$5.60 Day |
| Jelacich, L. | - Temp. Appt. 10/1/42 Pick-up Man @ \$142 Mo. from
Laborer's List |
| Johnson, Bobby Jr. | - Temp. Appt. 9/8/42 Garbageman @ \$5.60 Day |
| Langford, I. C. | - Temp. Appt. 10/5/42 Pick-up Man @ \$142 Mo. |
| Ledesma, R. | - Temp. Appt. 10/1/42 Pick-up Man @ \$142 Month from
Laborer's List |
| Morrow, Nellie B. | - Prob. Appt. 10/16/42 Bookkeeping Mach. Opr. @ \$125 Mo.
from List |
| Mosteller, John | - Temp. Appt. 10/7/42 Pick-up Man @ \$142 Month |
| Newsome, U. | - Temp. Appt. 10/6/42 Garbageman @ \$5.60 Day |
| Rodgers, Will | - Temp. Appt. 10/3/42 Garbageman @ \$5.60 Day |
| Sanchez, J. | - Temp. Appt. 10/6/42 Pick-up Man @ \$142 Month |
| Smith, Earl | - Temp. Appt. 10/13/42 Pick-up Man @ \$142 Month |
| Smith, Norman | - Temp. Appt. 10/13/42 Pick-up Man @ \$142 Month |
| Statum, Russell | - Temp. Appt. 10/12/42 Garbageman @ \$5.60 Day Ex. Bd. |
| Stockdale, T. | - Temp. Appt. 10/6/42 Pick-up Man @ \$142 Month |
| Vargus, Clifford | - Temp. Appt. 10/9/42 Pick-up Man @ \$142 Month |
| Vernonis, L. | - Temp. Appt. 10/14/42 Pick-up Man @ \$142 Month |
| Webber, Fred J. | - Temp. Appt. 10/7/42 Pick-up Man @ \$142 Month |

Water Department

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| Bruscia, Joseph | - Temp. Appt. 7/3/42 Watchman @ \$145 Month |
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Change in Classification

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| Overstreet, E. R. | - From Laborer to Skilled Laborer 10/9/42 Water Dept.
@ \$145 Month |
| Paladino, Vincent | - From Laborer to Skilled Laborer 10/9/42 Water Dept.
@ \$145 Month |

Change in Title

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| King, Nelson C. | - From Court Clerk (Senior Clerk) to Chief Deputy Clerk
9/16/42 Police Court @ \$183.75 Month |
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Transfers

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| Aldrich, Cecelia | - Transfer 10/8/42 as Subst. Nurse from Emergency Hospital
to General Clinic @ \$165 Month |
| Balshor, Manuel | - Transfer 9/29/42 as Service Sta. Attd. from Waste
Removal Dept. to Corp. Yd. @ \$137 Mo. |
| Luce, Harry A. | - Transfer 10/1/42 as Senior Clerk from Dept. of Accounts
to Civil Service @ \$175 Mo. |
| Slaughter, Delmer | - Transfer 9/29/42 as Janitor from City Hall to Hall
of Justice at \$130 Month |

Leave of Absence

Askew, Noel G.	- Leave of Absence from June 10, 1942, without pay a/c Military Service
Atchison, J. P.	- Leave of Absence from September 22, 1942, without pay a/o Military Service
Bird, Helen	- Leave of Absence from July 27, 1942, without pay a/o Military Service
Cain, P. J.	- Leave of Absence from August 8, 1942, without pay a/o Military Service
Carleton, Joe	- Leave of Absence from October 15th, 1942 to January 14, 1943, without pay
Casselmann, W. J.	- Leave of Absence from September 12, 1942, without pay a/c Military Service
Deutsch, Frank	- Leave of Absence from September 19, 1942 to December 18, 1942, without pay
Forbes, R. A.	- Leave of Absence from July 10, 1942, without pay a/c Military Service
Groves, Lauren	- Leave of Absence from October 12, 1942 to January 11, 1943, without pay
Gussenbauer, J. J.	- Leave of Absence from June 3, 1942 to August 31, 1942 without pay
Hulen, Floyd O.	- Leave of Absence from October 1, 1942 to December 30, 1942 without pay
Jerabek, Joe	- Leave of Absence from October 2, 1942, without pay a/c Military Service
Jochim, George	- Leave of Absence from September 10, 1942, without pay a/c Military Service
Keenan, Walter	- Leave of Absence from October 12, 1942, without pay a/c Military Service
Kirchgater, L. O.	- Leave of Absence from September 29, 1942, without pay a/c Military Service
Lane, John D.	- Leave of Absence from August 5, 1942, without pay a/c Military Service
Laux, Howard	- Leave of Absence from October 2, 1942, without pay a/c Military Service
Lavelle, Mary	- Extension of Leave of Absence from September 30, 1942 to December 31, 1942, without pay
Lusich, L.	- Leave of Absence from September 10, 1942, without pay a/c Military Service
Lutzy, Jos.	- Leave of Absence from September 28, 1942 to December 27, 1942, without pay
Mahr, Benita	- Leave of Absence from September 16, 1942 to December 16, 1942, without pay
Mangan, James G.	- Leave of Absence from November 1, 1942, without pay a/c Military Leave
McKinley, G. C.	- Leave of Absence from October 8, 1942, without pay a/c Military Leave
Medeiros, M. J.	- Leave of Absence from September 13, 1942, without pay a/c Military Service
Nugent, Frank	- Leave of Absence from June 26, 1942, without pay a/c Military Service
Ochsner, Frank J.	- Leave of Absence from October 14, 1942, without pay a/c Military Service
Oyster, J. W.	- Leave of Absence from August 1, 1942, without pay a/c Military Service

Ripley, C. E.	- Leave of Absence from September 11, 1942, without pay a/c Military Service
Ritter, Genevieve	- Leave of Absence from December 31, 1942 to June 31, 1943 without pay
Schiro, Anthony	- Leave of Absence from October 3, 1942, without pay a/c Military Service
Sheffield, Eleanor G.	- Leave of Absence from October 5, 1942 to April 4, 1943 without pay
Sikola, E. R.	- Leave of Absence from July 27, 1942, without pay a/c Military Service
Smith, Donald B.	- Leave of Absence from October 19, 1942 to January 18, 1943, without pay
Truesdale, Marie	- Leave of Absence from September 30, 1942 to December 30, 1942, without pay
Virgilio, Joy	- Leave of Absence from September 22, 1942 to December 22, 1942, without pay
Wheeler, Loring S.	- Leave of Absence from September 20, 1942 to December 19, 1942, without pay
Whitwell, Ruth	- Leave of Absence from October 5, 1942, without pay a/c Military Service
Womble, F. E.	- Leave of Absence from October 1, 1942, without pay a/c Military Service

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

H. H. J. J. J.
Secretary

APPROVED:

Bartley W. Cavanaugh
President