

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
REGULAR MEETING DECEMBER 16, 1969

The Civil Service Board met in regular session in the Conference Room at 819 Tenth Street at 1:30 p.m.

PRESENT: Members Alexander, Diepenbrock, Erickson, Street

ABSENT: Member Genshlea

The minutes of the special meetings held November 7, 19 and 21, and the regular meetings held October 20 and December 2, 1969, were read and approved.

NEW EXAMINATIONS SCHEDULED:

Secretary advised that the following examinations have been scheduled:

uled:

#1079	Junior Stenographer-Clerk
#1080	Telephone Operator
#1081	Dispatcher-Clerk

SANITARY LABORATORY TECHNICIAN
EXAMINATION NO. 1071:
Eligible Register

Written test scores and personal interview ratings in Sanitary Laboratory Technician Examination No. 1071, written test for which was held November 18, 1969, were reviewed.

Secretary advised that the minimum qualifying score in the written test was set at 73.5 of a possible 105 items, qualifying 7 of 13 candidates appearing for the written test.

Qualifications Appraisal Board consisted of Harold Mason, Sanitary Chemist I; William Rogers, Water Treatment Plant Supervisor; and Donald Sandman, Personnel Analyst II.

The following eligible register was made effective December 10, 1969:

SANITARY LABORATORY TECHNICIAN EXAMINATION NO. 1071

#1.	Lee J. Harry	93.54%
#2.	Michael Y. Mizuno	87.94
3.	Judith A. Lewis	83.45
4.	Jerry L. Dallas	77.99
5.	Anthony Lau	77.72

(# Indicates applicant received 10 points Veteran's Credit.)

LIBRARY PAGE EXAMINATION NO. 1073:
Eligible Register

Written test scores in Library

Page Examination No. 1073, held

November 8, 1969, were reviewed, personal interviews not having been included as a part of the examination.

Secretary advised that the minimum qualifying score in the written test was set at 70 of a possible 100 items, qualifying 84 of 283 candidates appearing for the written test.

The following eligible register was made effective November 21, 1969:

LIBRARY PAGE EXAMINATION NO. 1073

#1.	David Richmond	99.00%
2.	Susan Forman	93.00
3.	Mallory Batarseh	92.00
#4.	Danny Patrick	92.00
5.	Linda Winiecke	90.00
6.	Susan Heald	90.00
7.	Nancy Jo	88.00
8.	Susan Drinkwater	88.00
9.	Richard Babich	87.00
10.	Stephanie Curtiss	87.00
11.	Janis Bohannon	86.00
12.	James West	86.00
#13.	John Holdener	85.00
14.	Trudy Williamson	85.00
#15.	Henry Pettengill	85.00
16.	Nancy Gruver	84.00
#17.	William Sandness	83.00
18.	Barbara Khan	83.00
19.	Ann Weeks	83.00
20.	Kerry Mori	82.00
21.	Maureen Horgan	82.00
22.	Patricia McGrath	81.00
23.	Faith Tyler	81.00
24.	Stacia Kato	81.00

LIBRARY PAGE EXAMINATION NO. 1073 (Cont'd.)

25.	Carolyn Riddell	81.00%
#26.	Elwyn Dwyer	81.00
27.	Diane Richards	80.00
28.	Jewel McFadden	80.00
29.	Karen Martinelli	80.00
30.	Eleanor Fishbein	79.00
31.	Vickie Smothers	79.00
32.	Ursula Raphun	79.00
33.	Jeannette Boyd	78.00
34.	Susan Brosin	78.00
35.	Robert Winiecke	78.00
36.	Marilyn Dong	78.00
37.	Sharon Carmichael	78.00
38.	Marcia Goodspeed	78.00
39.	Deanna Landberg	77.00
40.	Carol Potter	77.00
41.	Diane Kepford	77.00
42.	Linda Bottallo	77.00
43.	Earlene Williamson	77.00
44.	Melvin Bower	77.00
45.	Patricia Dahl	76.00
46.	Mabel West	76.00
47.	Doreen Kumasaki	76.00
48.	Mary McPike	76.00
49.	Christine Issel	76.00
50.	Cleta Dew	76.00
51.	George Kammerer	76.00
52.	Diane Bower	76.00
53.	Ona Nelson	75.00
54.	Carl Weisberg	75.00
55.	Carllie Holden	75.00
56.	Janice Volkoff	74.00
57.	Annette Eichman	74.00
58.	Linda Burns	74.00
59.	Karen Hofmann	74.00
60.	Margaret Wilson	73.00
61.	Amanda Hart	73.00
62.	Irene Brown	73.00
63.	Susan Holland	73.00
64.	Nancy Haas	73.00
65.	Donna Lee	73.00
66.	Louise Williams	73.00
67.	Mary Kessinger	73.00
68.	Betty Basco	72.00
69.	Barbara Knight	72.00
70.	Andrew Leonard	72.00
71.	DeAnn Bennett	72.00
72.	Audrey Bracy	72.00
73.	Priscilla Wong	71.00
74.	Charlotte Garcia	71.00
75.	Anne Vorhies	71.00

LIBRARY PAGE EXAMINATION NO. 1073 (Cont'd.)

76.	Martha Ford	71.00%
77.	Donna Wong	71.00
78.	Nancy Lundsten	71.00
79.	Cassandra Berry	71.00
80.	June Hubbard	70.00
81.	Mary Ann Harris	70.00
82.	Jewel Ellsworth	70.00
83.	Cynthia Skarles	70.00
84.	Wendy Baker	70.00

(# Indicates applicant received 10 points Veteran's Credit.)

EDP PROGRAMMER-TRAINEE EXAMINATION NO. 1074:
Eligible Register

Written test scores and personal interview ratings in EDP Programmer Trainee Examination No. 1075,

written test for which was held November 20, 1969, were reviewed.

Secretary advised that the minimum qualifying score in the written test was set at 52.5 of a possible 75 items, qualifying 22 of 114 candidates appearing for the written test.

Qualifications Appraisal Board consisted of Al Enos, Senior Systems Programmer, SMUD; Jack Chandler, Principal Analyst-Programmer; and Mike Sappingfield, Personnel Analyst I.

The following eligible register was made effective December 10, 1969:

EDP PROGRAMMER-TRAINEE EXAMINATION NO. 1074

#1.	Stephen A. White	90.80%
#2.	Dennis P. Walker	87.87
#3.	Alvin T. Sumida	87.20
#4.	Masanobu Miyagi	86.66
#5.	William Finlay	84.53
#6.	Gary N. Hooper	84.40
7.	Maria Chin	83.73
8.	Carol Y. Mizutani	82.00
9.	James A. Irion	81.47
#10.	Robert T. Mosher	80.53
11.	Bruce Malkson	79.73
12.	Judith A. Lewis	78.13
13.	Mary Jane Drinkwater	78.13
14.	Michael L. Lee	77.60

EDP PROGRAMMER-TRAINEE EXAMINATION NO. 1074 (Cont'd.)

15. Margaret V. Pratt	77.60%
16. Elizabeth Williams	77.33
17. David L. Neff	77.20
18. Larry Loeffler	77.07
19. Sandra A. Cowan	76.67
20. George R. Torres	76.53
21. Gail J. Dailey	74.93

(# Indicates applicant received 10 points Veteran's Credit.)

EDP PROGRAMMER-ANALYST EXAMINATION NO. 1075:

Eligible Register

Personal interview ratings in EDP

Programmer-Analyst Examination No.

1075, held November 24, 1969, were reviewed, written test not having been included as a part of the examination.

Qualifications Appraisal Board consisted of Ronald Denfield of Ernst and Ernst; Jack Chandler, Principal Programmer-Analyst; and Don Sandman, Personnel Analyst II.

The following eligible register was made effective November 25, 1969:

EDP PROGRAMMER-ANALYST EXAMINATION NO. 1075

1. Martin Mortensen	91.67%
2. Gwendoline Cartwright	88.33
#3. Richard Brunner	86.67
#4. Wayne Chapman	81.67
#5. Richard Pepping	80.00
6. Yasunobu Kojima	75.00
7. Arnold Meyer	75.00
8. Gary Pannell	71.67
9. Dale Bowman	80.00

(# Indicates applicant received 10 points Veteran's Credit.)

HEARING TO APPEAL DISCIPLINARY ACTION:
Stephen M. Bateman, Gardener

Secretary advised that the hearing

scheduled for this meeting to appeal

the one-day suspension in the case of Stephen M. Bateman, Gardener in the Parks Department, had been canceled upon the written request from Mr. Bateman.

EXTENSION OF ELIGIBLE REGISTER:
Firefighter Eligible Register #981.

Communication from Winston O.
Wilson, Fire Chief, dated Decem-

ber 9, 1969, requesting extension of Firefighter Eligible Register #981, due to expire March 7, 1970; to the date of May 31, 1970, was considered.

Fire Chief Wilson further requested that a new examination be scheduled at such date as to have a new list effective as of the date of the expiration of the existing eligible register.

Motion was made by Mr. Erickson that the requests be approved. Motion was seconded by Mr. Alexander and carried by the following vote:

AYES: Members Alexander, Diepenbrock, Erickson, Street

NOES: None

REQUEST FOR LEAVE OF ABSENCE EXTENSION:
Hervie L. Collins, Maintenance Man I

Communication from Burt Lancaster,
legal counsel for Hervie L.

Collins, Maintenance Man I in the Recreation and Parks Department, dated December 2, 1969, requesting a six months' leave extension to May 12, 1970, because of illness was considered.

Secretary advised that this request had been approved by Solon "Doc" Wisham, Director of Recreation and Parks.

Motion was made by Mr. Erickson that the request be approved. Motion was seconded by Mr. Alexander and carried by the following vote:

AYES: Members Alexander, Diepenbrock, Erickson, Street

NOES: None

REQUEST FOR LEAVE OF ABSENCE EXTENSION:
Myra R. Sharp, Intermediate Typist-Clerk

Communication from Myra R.
Sharp, Intermediate Typist-Clerk

in the Controller's Office, requesting an extension of her leave of absence for ninety (90) days to March 10, 1970, because of illness, was read and considered:

Secretary advised that this request had been approved by Cortez Kitchen, City Controller.

After discussion, motion was made by Mr. Erickson that the request be approved. Motion was seconded by Mr. Alexander and carried by the following vote:

AYES: Members Alexander, Diepenbrock, Erickson, Street

NOES: None

EMPLOYEE STATUS IN POSITION
REALLOCATED TO HIGHER CLASS:
Kenneth Howard

Secretary advised that Kenneth Howard occupied a position which has been reallocated to the class of Communications Operator II after review of the duties and responsibilities assigned and approval of the department head, and recommended that permanent status be granted in this higher class effective January 1, 1970.

Motion was made by Mr. Alexander that permanent status be granted Mr. Howard in the class of Communications Operator II in accordance with Section 4.7(c) of the Civil Service Board rules and regulations. Motion was seconded by Mr. Street and carried by the following vote:

AYES: Members Alexander, Diepenbrock, Erickson, Street

NOES: None

REQUEST FOR WAIVER OF MEDICAL STANDARDS:
Patrolman Examination No. 1068

A communication from Dennis L. Messier, applicant for Patrolman Examination No. 1068, dated December 5, 1969, requesting waiver of Patrolman medical standards because of the loss of his third finger on the right hand, was read to the Board. The Secretary advised that both the City Physician and the Chief of Police had advised against altering of the present standards.

After discussion by the Board, a motion was made by Mr. Street that the request be denied. Motion was seconded by Mr. Erickson and carried by the

following vote:

AYES: Members Alexander, Diepenbrock, Erickson, Street

NOES: None

REQUEST TO USE VACATION ACCUMULATED
DURING 1969 in 1969:

Steve Scott
Refuse Collector (Truck Driver)

Communication from Steve
Scott, Refuse Collector (Truck
Driver) in the Waste Removal

Division, requesting that he be allowed to use eight (8) days of his 1969 accumulated vacation time prior to January 1, 1970, was read. The reason for the request was to travel to the East to visit an aged family member who was seriously ill. This request had been approved by John Pieretti, Superintendent of the Waste Removal Department.

After discussion by the Board, motion was made by Mr. Alexander that the request be allowed. Motion was seconded by Mr. Street and carried by the following vote:

AYES: Members Alexander, Diepenbrock, Erickson, Street

NOES: None

FIRE ENGINEER EXAMINATION NO. 1082:
Number on Eligible Register

Communication from Winston O.
Wilson, Fire Chief, dated

December 12, 1969, requesting that the eligible register for the class of Fire Engineer to be scheduled at a later date be limited to forty-two (42) candidates, was read.

Motion was made by Mr. Alexander that the request be approved. Motion was seconded by Mr. Street and carried by the following vote:

AYES: Members Alexander, Diepenbrock, Erickson, Street

NOES: None

AMENDMENT OF CLASSIFICATION PLAN:

Chief Telephone Operator
 Maintenance Man II (Truck Driver)
 Telephone Operator
 Zoo Herpetologist

Secretary advised that a request was received from the Director of Recreation and Parks to amend the classification plan by adoption of

specifications for the proposed new class of Zoo Herpetologist with a recommended salary range of \$750 to \$900 per month. Proposed specification for this class was presented to the Board.

The Secretary advised that it was necessary to revise the specifications for the classes of Telephone Operator and Chief Telephone Operator because of the change-over to a new Centrex system. Proposed specifications for these classes were presented to the Board.

The Secretary further advised that as a result of a direction by the Board that the present classification of Maintenance Man II be separated into classes of Maintenance Man II and Maintenance Man II (Truck Driver), new specifications for these two classes as separated have been prepared. These new specifications were presented to the Board.

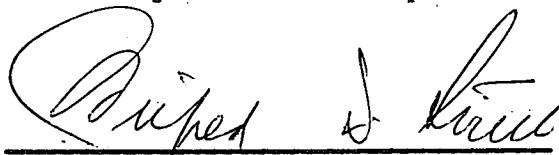
After reviewing the proposed specifications for these classes, the Board directed the Secretary to separate the single specification for Maintenance Man II and Maintenance Man II (Truck Driver) into separate specifications in order to more clearly define and separate the duties of the two classes.

It was the order of the Board that action to adopt the proposed specifications for the classes of Zoo Herpetologist, Telephone Operator and Chief Telephone Operator, and Maintenance Man II (Truck Driver) be scheduled for the next regular meeting in accordance with provisions of Section 4.5 of the rules and regulations.

There being no further business, the Board adjourned at 2:45 p.m. to meet again at the call of the Chair.



 SECRETARY



 PRESIDENT