

MINUTES OF THE REGULAR MEETING
OF THE CIVIL SERVICE BOARD
CITY OF SACRAMENTO
OCTOBER 6, 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 1:45 p.m.

Members present: Mr. Joseph L. Russell
Mr. Jonathan E. Mayhew
Ms. Gail A. Mabbutt

Member absent: Mrs. Vivian C. Nance.

MINUTES OF THE SPECIAL MEETING OF SEPTEMBER 14, 1981, AND THE REGULAR MEETING OF SEPTEMBER 15, 1981

Motion was made to approve the minutes of the Special Meeting of September 14, 1981.

Motion: Mr. Mayhew
Second: Ms. Mabbutt

Motion was approved by unanimous roll call vote.

Motion was made to approve the minutes of the Regular Meeting of September 15, 1981.

Motion: Mr. Mayhew
Second: Mr. Russell

Motion was approved by the following roll call vote:

Ayes: Mr. Mayhew
Mr. Russell

Abstain: Ms. Mabbutt

REPORTS OF DIRECTOR OF PERSONNEL

Letter re Classification Title of
Curator of Education

Mrs. Donna L. Giles, Director of Personnel, addressed the Board and referred to a letter from Richard V. West, Director of the Crocker Art Museum, regarding the title of Curator of Education. This issue had been raised at the regular Civil Service Board meeting of September 15, 1981, and concern had been expressed on the title being too general. The Board expressed satisfaction with the explanation contain in Mr. West's letter.

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ESTABLISHMENT OF NEW CLASSIFICATION - LITTER CONTROL AIDE -
First Reading

Susan Davidson, Associate Personnel Analyst addressed the Board and referred to the expansion of the Waste Removal Division to augment the litter control function. Ms. Davidson referred to the recent establishment of the position of Litter Control Officer, and informed the Board the the proposed new position of Litter Control Aide would be to assist that position.

There was some discussion on this proposed position and Mr. Mayhew questioned the funding, and Mr. Russell questioned two items on the job classification:

1. Under - Supervision Received and Exercised:

Should the word "Immediate" be changed to "Direct", and

2. Under - Qualifications:

Complete the American Red Cross Standard First Aid Course during the probationary period.

There was some question on the necessity for this first aid course, and Mr. Reginald Young, Waste Removal Superintendent, addressed the Board and stated the desirability for this type of training for a uniformed City employee.

Motion was made to approve the establishment of a new classification - Litter Control Aide, and to pass for second reading.

Motion: Mr. Mayhew
Second: Ms. Mabbutt

Motion was approved by unanimous roll call vote.

PROPOSED AMENDMENT TO CIVIL SERVICE RULE NO. 17 (SICK LEAVE) - First
Reading

Mr. Dunbar Heins, Employee Services Administrator, addressed the Board and explained the background to this proposed amendment to rule 17, and the need for compliance with the Social Security Act. There was some discussion on this issue.

Motion was made to approve the proposed amendment to Civil Service Rule No. 17 (Sick Leave), and to pass for second reading.

Motion: Mr. Mayhew
Second: Ms. Mabbutt


Motion was approved by unanimous roll call vote.

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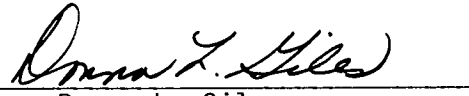
ELIGIBLE LISTS ESTABLISHED

- a. #1819 - Street Cleaning Supervisor
- b. #1823 - Identification Technician II
- c. #1824-A - Equipment Mechanic II

There being no further business, Vice-President Russell declared the meeting adjourned at 2:10 p.m.



Joseph L. Russell
Vice-President



Donna L. Giles
Secretary