

MINUTES OF THE CIVIL SERVICE BOARD
CITY OF SACRAMENTO
REGULAR MEETING AUGUST 7, 1979

The regular meeting of the Civil Service Board was called to order by President Wilfred D. Street at 1:33 p.m. in the Conference Room, Personnel Department, City of Sacramento, California.

Board Members Present: Wilfred D. Street, President
 Luis J. Campos, Vice-President
 Vivian C. Nance
 Joseph L. Russell
 Jonathan E. Mayhew

MINUTES OF MEETING OF JULY 17, 1979:

Motion was made to approve the minutes as read:

Motion: Mrs. Nance
Second: Mr. Campos

Motion was approved by unanimous roll call vote.

REPORTS OF THE DIRECTOR OF PERSONNEL:

Donna L. Giles, Director of Personnel, reported that a medical leave of absence had been granted to the following City employee:

Lillian Taylor, Senior Account Clerk, Finance Department (5/9/1979 - 11/9/1979)

Ms. Giles referred to two letters of withdrawal of appeals for the following City employees:

Guy Robinson, Truck Driver - Waste Removal
Maurice Alonzo Miller - Park Maintenance Worker II

Ms. Giles requested that the Board grant her the authority to schedule appeals on exam procedures for hearings at future meetings.

Motion was made to grant the Director of Personnel the authority to schedule appeals for hearings at future Civil Service Board meetings.

Motion: Mr. Mayhew
Second: Mr. Russell

Motion was approved by unanimous roll call vote.

REQUEST FOR VOLUNTARY LATERAL TRANSFER:

Susan Davidson, Associate Personnel Analyst, addressed the Board and informed them of the background on the request of Ines Jordan for a voluntary lateral transfer from Intermediate Typist-Clerk - Police Department, to Information Clerk, Community Center.

Motion was made to approve the voluntary lateral transfer of Ines Jordan.

Motion: Mr. Mayhew
Second: Mr. Russell

Motion was approved by unanimous roll call vote.

RECOMMENDATION OF CITY ATTORNEY ON INTRODUCTION OF NEW EVIDENCE IN THE
APPEAL OF JOSE URIOSTE:

Deputy City Attorney, David Benjamin, addressed the Board and referred to a memorandum sent to the Civil Service Board regarding the introduction of additional evidence being admissible prior to the Board arriving at a decision, after receiving the hearing officer's proposed decision.

RECOMMENDED DECISIONS OF ADMINISTRATIVE LAW JUDGE:

Jose Urioste, Park Maintenance Worker III

Alfonso Z. Gonzalez, attorney for Jose Urioste, addressed the Board and referred to the taped hearing of the appeal of Jose Urioste before the Administrative Law Judge. Mr. Gonzalez stated that he heard 1½ hours of the tape, and requested that the Civil Service Board reject the proposed decision of the Administrative Law Judge and grant the appeal of Jose Urioste. Lee Savage, Deputy City Attorney addressed the Board and stated his opinions as to why the recommended decision of the Administrative Law Judge should be upheld. There was some discussion on this matter and questions were asked of both attorneys by members of the Board.

A motion was made that the meeting be adjourned for an Executive Session.

Motion: Mr. Mayhew
Second: Mr. Campos

Motion was approved by unanimous roll call vote.

The meeting adjourned at 2:44 p.m.
The meeting reconvened at 3:17 p.m.

Motion was made to uphold the recommended decision of the Administrative Law Judge and deny the appeal of Jose Urioste.

Motion: Mr. Mayhew
Second: Mrs. Nance

The motion was approved by the following roll call vote:

Ayes: Mr. Mayhew
Mrs. Nance
Mr. Russell
Mr. Street

Noes: Mr. Campos

Thomas D. Holmes, Sanitary Worker I

Garland S. Rosauero, Business Representative of the Stationary Engineers, Local 39, addressed the Board on behalf of Thomas D. Holmes, and requested that the matter be continued until the next meeting in order that he may produce a new witness who was unable to be present at the hearing of June 20, 1979.

Motion was made to continue the matter until the next regular Civil Service Board meeting of August 21, 1979.

Motion: Mr. Russell
Second: Mr. Campos

Motion was approved by the following roll call vote:

Ayes: Mr. Campos
Mr. Mayhew
Mrs. Nance
Mr. Russell

Noes: Mr. Street

APPEAL OF THE POLICE TESTING PROCEDURES BY MARTA ELIZABETH YORK:

Mrs. Giles addressed the Board and referred to the motion approved by the Board under the section of the agenda "REPORTS OF THE DIRECTOR OF PERSONNEL" in which the Board granted her the authority to schedule appeals of examination procedures for hearings at future meetings. Mrs. Giles requested that the appeal of Marta Elizabeth York be brought back at the next regular meeting of the Civil Service Board on August 21, 1979.

Motion was made to permit the appeal and that it be set for the next regular meeting on August 21, 1979.

Motion: Mr. Russell
Second: Mrs. Nance

Motion was approved by unanimous roll call vote.

CANCELLATION OF POLICE OFFICER ELIGIBLE LIST:

Susan Davidson, Associate Personnel Analyst, Deputy Chief of Police Lee Dohm, and Police Captain Felix Luna addressed the Board and stated the reasons for the recommendation to cancel the Police Officer Eligible List.

Motion was made to cancel the Police Officer Eligible List.

Motion: Mr. Russell
Second: Mr. Mayhew

Motion was approved by unanimous roll call vote.

PHYSICAL AND MEDICAL STANDARDS FOR POLICE OFFICER:

Susan Davidson addressed the Board and stated the reasons for the request to amend the standards set forth in Appendix "D" of the Civil Service Board Rules and Regulations to bring them into line with the State of California Police Officer Standards and Training (POST).

Motion was made to abolish the old and to adopt the new physical standards to conform to the POST standards.

Motion: Mrs. Nance
Mr. Russell

Motion was approved by unanimous roll call vote.

ALLOCATION LIST OF POSITIONS IN THE UTILITY BILLING CLERICAL CLASSIFICATION STUDY:

Susan Davidson addressed the Board and gave a brief history on this matter.

EXAMINATIONS TO BE ANNOUNCED:

#1692 Vocational Rehabilitation Coordinator

Motion: Mrs. Nance
Second: Mr. Russell

Motion was approved by unanimous roll call vote.

#1697 Information Clerk

Motion: Mr. Russell
Second: Mrs. Nance

Motion was approved by unanimous roll call vote.

#1701 Supervising Clerk

Motion: Mr. Mayhew
Second: Mrs. Nance

Motion was approved by unanimous roll call vote.

#1693 Account Clerk

Motion: Mr. Campos
Second: Mr. Mayhew

Motion was approved by unanimous roll call vote.

ELIGIBLE LISTS ESTABLISHED:

<u>Exam</u>	<u>Classification</u>	<u>Effective Date</u>	<u>Certification Date</u>	<u>Expiration Date</u>
#1685	Librarian III	5/10/1979	6/18/1979	5/9/1980
#1686	Library Assistant I	6/7/1979	6/29/1979	6/6/1980
#1690	Library Assistant II	6/7/1979	7/17/1979	6/6/1980
#1691	Librarian IV	5/10/1979	6/20/1979	5/9/1980

Motion was made to adopt these eligible lists for use by the City of Sacramento. The examinations were conducted by the County of Sacramento.

Motion: Mr. Campos
Second: Mr. Mayhew

Motion was approved by the following roll call vote:

Ayes: Mr. Campos
Mr. Mayhew
Mrs. Nance
Mr. Street

Abstain: Mr. Russell

OTHER ELIGIBLE LISTS ESTABLISHED:

<u>Exam</u>	<u>Classification</u>	<u>Effective Date</u>	<u>Certification Date</u>	<u>Expiration Date</u>
#1684	Senior Dispatcher(P/D)	6/31/1979	7/15/1979	6/30/1980
#1660	Police Cadet/Police Officer	7/1/1979	7/7/1979	6/31/1980

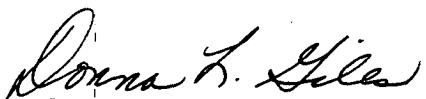
RECOMMENDATION TO REVISE THE CLASS SPECIFICATION FOR CONSTRUCTION INSPECTOR II - 2nd Reading:

Motion was made to approve the revision of the class specification for Construction Inspector II.

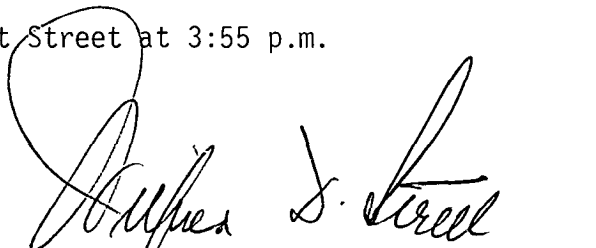
Motion: Mr. Campos
Second: Mrs. Nance

Motion was approved by unanimous roll call vote.

The meeting was adjourned by President Street at 3:55 p.m.



Donna L. Giles
Secretary



Wilfred D. Street
President