

MINUTES OF THE REGULAR MEETING
OF THE CIVIL SERVICE BOARD
CITY OF SACRAMENTO
FEBRUARY 17, 1981

The regular meeting of the Civil Service Board, City of Sacramento, was called to order by President Campos in the Conference Room, Personnel Department, 801 - 9th Street, Sacramento, California at 1:32 p.m.

Members present: Mrs. Vivian C. Nance
 Mr. Jonathan E. Mayhew
 Mr. Joseph L. Russell
 Mr. Luis J. Campos

Member absent: Ms. Gail A. Mabbutt

MINUTES OF THE REGULAR MEETING OF FEBRUARY 3, 1981

Motion was made to approve the minutes of the Regular Meeting of February 17, 1981, as read.

Motion: Mrs. Nance
Second: Mr. Russell

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 an extension of a leave of absence had been granted to John Noriega.

EXTENSION OF ELIGIBLE LIST

Police Sergeant

Ms. Gail A. Mabbutt entered the meeting at 1:36 p.m.

Mr. David Simmons, attorney representing the Sacramento Police Officers Association addressed the Board and requested that the list not be extended.

Mr. Mel Coben, attorney for eight appellants of the Police Sergeants' examination, addressed the Board and requested that the list be extended, but that no appointments be made pending the decision of the Administrative Law Judge.

There was some discussion on the amount of time for which an eligible list could be extended, and the number of vacancies and projected vacancies in the Police Sergeant classification.

Mr. Mayhew moved that the Police Sergeants eligible list be extended for a period of six months.

Motion died through lack of a second.

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Mrs. Giles reiterated the staff's responsibility for making a recommendation on the extension of a list, the staff considerations of costs to conduct an examination, and the ability of the staff to meet hiring needs of the Department.

Deputy Chief Lee Dohn of the Sacramento Police Department addressed the Board and informed Board members that the Police Department anticipated three vacancies as a result of attrition in the Police Sergeant classification, and possibly more vacancies subject to Council action.

Motion was made that the eligible list for Police Sergeant be extended for one year to March 3, 1982.

Motion: Mrs. Nance
Second: Mr. Russell

Motion was approved by unanimous roll call vote.

There was some discussion on the effect this action of the Board could have on the pending litigation.

CLASS SPECIFICATIONS REVISION - Second Reading

a. Identification Technician I, II and III

Ms. Thelma Vanesian, Assistant Personnel Analyst referred to the changes to the recommended class specifications for Identification Technician I and II. There were no questions.

Motion was made to approve and adopt the class specifications revisions for Identification Technician I, II and III.

Motion: Mr. Mayhew
Second: Ms. Mabbutt

Motion was approved by unanimous roll call vote.

b. Recreation Supervisor I and II (Flexible Staffing)

Motion was made to approve and adopt the class specification revisions for Recreation Supervisor I and II (Flexible Staffing).

Motion: Mr. Russell
Second: Mrs. Nance

Motion was approved by unanimous roll call vote.

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CLASS SPECIFICATION REVISION - First Reading

Greenskeeper

Various questions were raised on this proposed class specification revision, and Ms. Juanita Damarell, former Civil Service Board member, informed the Board that the City had contracted with her to conduct a job evaluation for this classification, and she responded to the questions.

There was some discussion on the length of time which should be considered necessary for training for this classification, and it was noted that staff recommended that it be reduced from the current two-year requirement to one-year requirement.

Motion was made that the class specification revision for Greenskeeper be approved and passed for second reading.

Motion: Mr. Mayhew
Second: Mrs. Nance

Motion was approved by unanimous roll call vote.

EXAMINATIONS TO BE ANNOUNCED

a. #1786 - Identification Technician III
(Promotional Only)

Motion was made to approve examination #1786 - Identification Technician III (promotional only).

Motion: Mrs. Nance
Second: Mr. Russell

Motion was approved by unanimous roll call vote.

b. #1807 - EDP Programmer Analyst

Motion was made to approve examination #1807 - EDP Programmer Analyst.

Motion: Mr. Mayhew
Second: Mrs. Nance

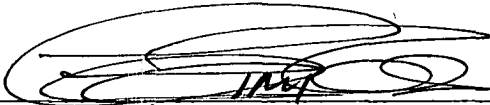
Motion was approved by unanimous roll call vote.

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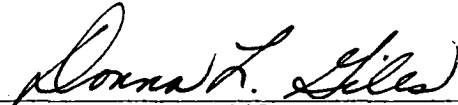
ELIGIBLE LISTS ESTABLISHED

- a. #1794 - Senior Offset Equipment Operator
- b. #1797 - Shop Foreman
- c. #1791 - Accountant

There being no further business, President Campos declared the meeting adjourned at 2:23 p.m.



Luis J. Campos
President



Donna L. Giles
Secretary