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Legislative Body Civil Service Board

Posting Type Meeting Agenda

Posting Location 915 I Street Sacramento, CA 95814

Meeting Date & Time February 5, 2019, 1:00 PM

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CIVIL SERVICE BOARD

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Brian Weathersby
Brandon Leibrock
Edwin Perez

BOARD STAFF

Katherine Robbins, Civil Service Board
Secretary
Audreyell Anderson, Deputy City Attorney
Luby Mitrovich, Staff



Meeting Agenda

Civil Service Board

City Hall, Historic Hearing Room
915 I Street

Published by the
Department of Human Resources
(916) 808-5731

Tuesday, February 5, 2019
1:00 p.m.

NOTICE TO THE PUBLIC

You are welcomed and encouraged to participate in this meeting. Public comment is taken on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select 3-5 speakers to represent the opinion of the group.

Notice to Lobbyists: When addressing the legislative bodies, you must identify yourself as a lobbyist and announce the client/business/organization you are representing (*City Code 2.15.160*).

Speaker slips are available on the City's Website and from staff, and should be completed and submitted to the Board Clerk.

Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The City posts Agendas at City Hall as well as offsite meeting locations. The order and estimated time for Agenda items are listed for reference and may be taken in any order deemed appropriate by the legislative body. The Agenda provides a general description and staff Recommendation; however, the legislative bodies may take action other than what is recommended. Full staff reports are available for public review on the City's website and include all attachments and exhibits. "To Be Delivered" and "Supplemental" reports will be published as they are received. Hard copies are available at the Department of Human Resources and all written material received is available at the meeting for public review.

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Department of Human Resources at (916) 808-7473 at least 48 hours prior to the meeting.

AGENDA

Tuesday, February 5, 2019

1:00 p.m.

915 I Street, City Hall, Historic Hearing Room

Open Session

Roll Call

1. Election of Civil Service Board's 2019 Chair and Vice Chair

Location: (Citywide)

Recommendation: Elect a chair and vice chair for the Civil Service Board's 2018 calendar.

Contact: Katherine Robbins, Support Services Manager, (916) 808-1562, Department of Human Resources.

Public Comments-Matters Not on the Agenda (2 minutes per speaker)

Consent Calendar Estimated Time: 5 minutes

All items listed under the Consent Calendar are considered and acted upon by one Motion. Anyone may request an item be removed for separate consideration.

2. Approval of Meeting Minutes November 6, 2018

Location: Citywide

Recommendation: Pass a motion approving the Civil Service Board's Meeting Minutes dated November 6, 2018.

Contact: Katherine Robbins, Support Services Manager, (916) 808-1562, Department of Human Resources.

3. Revise the Supervising Fire Service Worker Classification Specification

Location: Citywide

Recommendation: Pass a motion approving the revised the Supervising Fire Service Worker Classification Specification.

Contact: Geneva Budd, Senior Personnel Analyst, (916) 808-5295, Human Resources Department

4. Revise the Street Construction Laborer Classification Specification

Location: Citywide

Recommendation: Pass a motion approving the revised Street Construction Labor Classification Specification.

Contact: Rachel Adams, Personnel Analyst, (916) 808-8953, Human Resources Department

5. Revise the Utilities Operations and Maintenance Leadworker Classification Specification

Location: Citywide

Recommendation: Pass a motion approving the revised Utilities Operations and Maintenance Leadworker Classification Specification.

Contact: Rachel Adams, Personnel Analyst, (916) 808-8953, Human Resources Department

6. Revise the Parks Supervisor Classification Specification

Location: Citywide

Recommendation: Pass a motion approving the revised Parks Supervisor Classification Specification.

Contact: Rachel Adams, Personnel Analyst, (916) 808-8953, Human Resources Department

7. Revise the Program Supervisor Classification Specification

Location: Citywide

Recommendation: Pass a motion approving the revised Program Supervisor Classification Specification.

Contact: Geneva Budd, Senior Personnel Analyst, (916) 808-5295, Human Resources Department

8. Revise the Animal Care and Senior Animal Care Classification Specification

Location: Citywide

Recommendation: Pass a motion approving the revised Animal Care and Senior Animal Care Technician Classification Specifications.

Contact: Ebony Heaven, Senior Personnel Analyst, (916) 808-7984, Human Resources Department

Discussion Calendar Estimated Time: 10 minutes

Discussion Calendar items include an oral presentation including those recommending "receive and file".

9. Appeal of Fire Captain Written Examination Aaron Dean

Location: Citywide

Recommendation: Pass a motion affirming the Director's disqualification in the appeal of Aaron Dean for the Fire Captain Written Examination pursuant to Civil Service Board Rule 4.10.

Contact: Valeriya Bachinsky, Administrative Analyst, (916) 808-1908, Human Resources Department

10. Appeal of Fire Captain Exam Doug Muraki

Location: Citywide

Recommendation: Pass a motion to acquire a hearing officer to hear the appeal of Doug Muraki for Disqualification from Fire Captain Exam pursuant to Civil Service Board Rule 4.11(a) and City Council Motion No. 2015-0176.

Contact: Valeriya Bachinsky, Administrative Analyst, (916) 808-1908, Human Resources Department

11. Civil Service Board 2019 Meeting Calendar

Location: Citywide

Recommendation: Pass a motion approving the Civil Service Board's Meeting Calendar for 2019.

Contact: Katherine Robbins, Support Services Manager, (916) 808-1562, Department of Human Resources

Closed Session

12. Pursuant to Government Code section 54957 pertaining to public employee discipline/dismissal/release.

Estimated Time: 60 Minutes

Location: Citywide

Contact: Melissa Bickel, Senior Deputy City Attorney, (916) 808-5346, City Attorney's Office; Mary Lota, Labor Relations Officer, (916) 808-5430, Department of Human Resources.

Notice: Government Code section 54957, subdivision (b)(2) and City of Sacramento Civil Service Board AC Rule No. 12.10(c)(6)(ii) permits an employee to request that the employee's matter be considered in open session. If that request is made, or if the Civil Service Board votes to hear this matter in open session and the employee does not at that point request a closed session pursuant to Rule 12.10(c)(6)(iii), this matter shall be deemed to have been transferred to the open session agenda.

Member Comments-Ideas, Questions and Meeting/Conference Reports

Adjournment