



CITY OF SACRAMENTO

DEPARTMENT OF PERSONNEL
PERSONNEL MANAGEMENT SERVICES DIVISION
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CITY MANAGER'S OFFICE
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DONNA L. GILES
DIRECTOR OF PERSONNEL

March 19, 1985

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: NEW CLASSIFICATION - MINORITY SERVICES LIBRARIAN

APPROVED
BY THE CITY COUNCIL

MAR 26 1985

OFFICE OF THE
CITY CLERK

SUMMARY

This report recommends salary and bargaining unit placement for the new classification of Minority Services Librarian. This class will be used to provide a system-wide library service program to minorities.

BACKGROUND INFORMATION

In February, 1985, the City Council approved the use of a Staff Aide position in the Library pending the establishment of an appropriate classification. An appropriate class has been developed by staff and was established by the Civil Service Board on March 5, 1985.

The new classification resulted from a desire to expand the current services of the Library to more adequately recognize the cultural and ethnic diversity of the community. The Library currently serves a metropolitan area which consists of 76.6% White, 7.39% Black, 9.46% Hispanic, 3.78% Asian, 1.05% American Indian, .88% Filipino, and .86% other. Although the services of the Library are currently available to the entire community, the facilities have traditionally not been utilized by a large segment of the population, particularly Hispanics and Blacks.

The Minority Services Librarian will be utilized to supervise the Library's non-English collections, including Spanish, Chinese, Vietnamese, and English as a second language. The individual would be responsible for selecting new books and periodicals which are of particular interest to specific minority groups. The position would also be responsible for coordinating a public relations program with various minority groups, thereby making the services of the Library more easily accessible to a larger segment of the community.

Proposed salary for the new classification is \$1,983.97 - \$2,411.59 per month. The proposed salary is at the same range as Librarian III, a class which requires comparable qualifications and has the same level of responsibility. Very little external salary information is available because Sacramento is a leader in developing a library services program to minorities.

Proposed bargaining unit for the new classification is General Supervisory Unit.

Both the proposed salary and the bargaining unit placement have been agreed to by Local 39.

FINANCIAL DATA

There is no financial impact since funds for the new classification have been appropriated in the current budget.

RECOMMENDATION

It is recommended that the City Council approve:

1. Placement of the Minority Services Librarian Class in the General Supervisory Unit.
2. Setting the salary at \$1,983.97 - \$2,411.59 per month.

Respectfully submitted,

Donna L. Giles
 Donna L. Giles
 Director of Personnel

DLG/CB/kmca (397p)

Recommendation Approved:

Walter J. Slupe

 Walter J. Slupe
 City Manager

All Districts
March 26, 1985

RESOLUTION NO. 85-218

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

March 26, 1985

AMENDING RESOLUTION 85-119 RELATING TO SALARY SCHEDULES, EMPLOYER-EMPLOYEE RELATIONS POLICY, AND DESIGNATION OF EXEMPT JOB CLASSIFICATIONS

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT RESOLUTION 85-119 IS AMENDED AS FOLLOWS, EFFECTIVE March 26, 1985:

Section 1.

Exhibit A, Salary Schedules, Schedule 15, General Supervisory Unit, salaries, is amended by:

- a. The addition of the classification of Minority Services Librarian, with a salary of \$1,983.97 - \$2,411.59 per month.

Section 2.

Exhibit B, Employer-Employee Relations Policy, is amended by the:

- a. Addition of the classificaton of Minority Services Librarian to the General Supervisory Unit.

MAYOR

ATTEST:

CITY CLERK

APPROVED
BY THE CITY COUNCIL

MAR 26 1985

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CITY CLERK