

CIVIL SERVICE BOARD

Gwynnae Byrd (Chair)
Emmanuel Amanfor (Vice Chair)
Joy Gonzalez-Cabatic
Shalinee Hunter
Kathryn Meola



Minutes
Civil Service Board

Teleconference Meeting Only

City Hall Complex

915 I Street

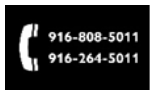
Sacramento, CA 95814

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(916) 808-7200

COMMISSION STAFF

Blair Hongo, Deputy City Clerk
Audreyell Anderson-White, Senior Deputy City Attorney
Cynthia Sprenger, Civil Service Board Secretary
Armando Herrera, Administrative Analyst
Nancy Nguyen, Administrative Assistant



Español | 中文 | Tagalog | Tiếng Việt | Hmoob | Русский

Monday, May 16, 2022

1:00 p.m.

NOTICE TO THE PUBLIC

In compliance with AB361 and the Resolution Declaring the Existence of a Local Emergency Relating to the COVID-19 Pandemic, adopted by the City of Sacramento City Council, City Council and other public meetings are currently **Teleconference Meetings Only** to align with local and federal guidelines and social distancing recommendations for the containment of the coronavirus.

Join this meeting via Zoom:

<https://cityofsacramento-org.zoom.us/j/94728828899?pwd=ZjlkMEVUbDNYbWZ0Z0tMYUY5S29SZz09>

Webinar ID: 947 2882 8899

Passcode: 134125

Dial in via telephone: 888 788 0099 (Toll Free) – **Meeting ID:** 947 2882 8899 # #

Address the Legislative Body via Zoom:

- LOCATE** the meeting agenda and Zoom link on the City's Upcoming Meetings website at <https://meetings.cityofsacramento.org> for the meeting you wish to make public comment.
- LOGIN** to the meeting by either clicking on the Zoom webinar link on the meeting's agenda or dialing the Zoom phone number and entering the webinar ID.
- "RAISE YOUR HAND"** to provide public comment when the presiding officer confirms the public comment speaking period for your desired item.
 - Online:** If you are online, click on "raise hand" on the bottom of your screen.
 - Mobile App:** In the mobile app, you can raise your hand by tapping the "Raise Hand" option in the "More" tab.
 - Telephone:** If you are calling in via telephone, to raise your hand, dial *9 (star-nine). Then to unmute or mute, dial *6 (star-six). Speakers will be called on by the last four digits of their phone number.



Submit Written Comments Electronically: Written comments received are distributed to members, filed in the record, and will not be read aloud. Members of the public are encouraged to submit public comments electronically via **eComment** through the City's Upcoming Meetings website at <https://meetings.cityofsacramento.org>.

View Agendas and Staff Reports Online: The agenda provides a general description and staff recommendation; however, legislative bodies may take action other than what is recommended. Full staff reports are available for public review on the City's Upcoming Meetings website at <https://meetings.cityofsacramento.org> and include all attachments and exhibits. "To Be Delivered" and "Supplemental" reports will be published as they are received.

Watch the Legislative Body Online: Live video streams and indexed archives of meetings are available via the City's Upcoming Meetings / Archived Meetings website at <https://meetings.cityofsacramento.org>.

City Code section 4.04.020(A) requires the agenda of each regular or adjourned regular meeting of a city legislative body (as defined in *Government Code section 54952*) be posted at least 120 hours prior or 24 hours prior to a special meeting in a location that is freely accessible to members of the public as required by the Ralph M. Brown Act *Government Code 54950 (The Brown Act)* including a brief description of each item to be transacted or discussed.

The City posts meeting agendas on the City website, 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.**

If you require **special assistance** to participate in the meeting, notify the Office of the City Clerk at (916) 808-7200 at least 48 hours prior to the meeting.

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*).

Public Comment. The City provides opportunities for the public to address the legislative body as a whole in order to listen to the public's opinions regarding non-agendized matters within the subject matter jurisdiction of the City during Regular meetings and regarding items on the Agenda at all other meetings.

- Public comments should not be addressed to individual Members nor to City officials, but rather to the legislative body as a whole regarding City business.
- While the public may speak their opinions on City business, personal attacks on Members and City officials, use of swear words, and signs or displays of disrespect for individuals are discouraged as they impede good communication with the legislative body.
- Consistent with the Brown Act, the public comment periods on the Agenda are not intended to be "Question and Answer" periods or conversations with the Members and City officials. The limited circumstances under which Members may respond to public comments are set out in Rule 8 D 2 of the Council Rules of Procedure.
- Members of the public with questions concerning Consent Calendar items may contact the staff person or the Member whose district is identified on the report prior to the meeting to reduce the need for discussion of Consent Calendar items and to better respond to the public's questions.

Speaker Time Limits. In the interest of facilitating the legislative body's conduct of the business of the City, members of the public (speakers) who wish to address the legislative body during the meeting will have two/three minutes per speaker for Consent Calendar Items, Public Hearing Items, Discussion Calendar Items, and Matters not on the Agenda for a maximum total of eight/twelve minutes per speaker per meeting. Each speaker shall limit his/her remarks to the specified time allotment.

- The Presiding Officer shall consistently utilize the timing system which provides speakers with notice of their remaining time to complete their comments. A countdown display of the allotted time will appear and flash red at the end of the allotted time.
- In the further interest of time, speakers may be asked to limit their comments to new materials and not repeat what a prior speaker said. Organized groups may choose a single spokesperson who may speak for the group but with no increase in time. Speakers shall not concede any part of their allotted time to another speaker.
- The Presiding Officer may further limit the time allotted for public comments per speaker or in total for the orderly conduct of the meeting and such limits shall be fairly applied.

City of Sacramento

Civil Service Board

City Hall Complex, 915 I Street, Sacramento, CA 95814

Teleconference Meeting Only

Regular Meeting Minutes

Monday, May 16, 2022

1:00 p.m.

All items listed are heard and acted upon by the Civil Service Board unless otherwise noted.

Join this meeting via Zoom:

<https://cityofsacramento-org.zoom.us/j/94728828899?pwd=ZjIKMEVUbDNYbWZ0Z0tMYUY5S29SZz09>

Webinar ID: 947 2882 8899

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Dial in via telephone: 888 788 0099 (Toll Free) – **Meeting ID:** 947 2882 8899 # #

Open Session – 1:00 p.m.

Regular meeting called to order by Chair Byrd at 1:01 p.m. on Monday, May 16, 2022.

Members Present: Gwynnae Byrd, Joy Gonzales-Cabatic, Shalinee Hunter, and Kathryn Meola

Members Absent: Emmanuel Amanfor

Emmanuel Amanfor joined the meeting at 1:05 p.m.

Consent Calendar

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.

Action: Moved/Seconded: Member Cabatic / Member Hunter

Yes: Members Emmanuel Amanfor, Gwynnae Byrd, Joy Gonzales-Cabatic, and Shalinee Hunter.

Abstain: Member Kathryn Meola

A motion **passed** to adopt the Consent Calendar in one motion except as indicated at each item.

1. Approval of Civil Service Board Meeting Minutes

File ID: 2022-00932

Location: Citywide

Action: Passed a **Motion** approving the Civil Service Board Meeting Minutes of April 18, 2022.

Contact: Mindy Cuppy, MMC, City Clerk, (916) 808-5441, mcuppy@cityofsacramento.org, Office of the City Clerk

Discussion Calendar

Discussion calendar items include an oral presentation including those recommending “receive and file”.

2. Appeal of the Disqualification of Diana Martinez from the Information Technology Trainee Recruitment

File ID: 2022-01053

Location: Information Technology

Action: Moved/Seconded: Member Meola / Member Amanfor

Yes: Members Emmanuel Amanfor, Gwynnae Byrd, Joy Gonzales-Cabatic, Shalinee Hunter, and Kathryn Meola.

Passed a **Motion**: 1) waiving formal rules for conducting the hearing pursuant to Civil Service Board Rule 4(11)(c)(7); and 2) affirming the Director’s disqualification in the appeal of Diana Martinez from the Information Technology Trainee Recruitment pursuant to Civil Service Board Rule 4.10.

Contact: Ben Wilson, Personnel Analyst, (916) 808-1971, bwilson@cityofsacramento.org, Human Resources Department

Commission Comments-Ideas and Questions

Members of the board provided comments.

Public Comments – Matters Not on the Agenda

None.

Adjournment- 1:46 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of May 16, 2022, as approved by the Civil Service Board.

Blair Hongo, Deputy City Clerk