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Legislative Body Civil Service Board

Posting Type Meeting Agenda

Posting Location 915 I Street Sacramento, CA 95814

Meeting Date & Time 11/16/2020 @ 1:00 p.m.

The document noted above was posted at the time and date displayed in the signature box below.

Signature **Nell Hessel** Digitally signed by Nell Hessel
Date: 2020.11.10 13:18:28
-08'00'

CIVIL SERVICE BOARD

Edwin Perez, Chair
Gwynnae Byrd, Vice Chair
Emmanuel Amanfor
Robin Moore

BOARD STAFF

Cynthia Sprenger, Civil Service Board Secretary
Audreyell Anderson-White, Senior Deputy Attorney
Luby Mitrovich, Staff



Meeting Agenda

Civil Service Board

Teleconference Meeting Only

**To Make Public Comments During the Meeting,
Call (916) 808-7213**

City Hall-Council Chamber
915 I Street, 1st Floor, Sacramento, CA 95814

Monday, November 16, 2020
1:00 p.m.

NOTICE TO THE PUBLIC

In response to Governor's Executive Order N-29-20 and the response to 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. **A dedicated phone line has been established for public participation during the meeting related to a specific agenda item or matters not on the agenda. To give your public comment directly to the legislative body during the meeting, call (916) 808-7213 and follow the instructions given.**

Members of the public are encouraged to submit public comments electronically via eComment through the City's official website at http://sacramento.granicus.com/ViewPublisher.php?view_id=21 and/or via email at civilserviceboard@cityofsacramento.org.

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.

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 or 24 hours prior to a special meeting. 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.**

The agenda provides a general description and staff recommendation; however, the legislative bodies may act other than what is recommended.

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) 808-5731 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*).

Members of the Public Addressing the Civil Service Board

Purpose of Public Comment. The City provides opportunities for the public to address the Board as a whole in order to listen to the public's opinions regarding non-agenda 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 City Civil Service Board 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 Committee.
- 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 Committee 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 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 Committee's conduct of the business of the City, the following time limits apply to members of the public (speakers) who wish to address the Committee during the meeting.

- **Public Comments - Matters not on the Agenda.** Two (2) minutes per speaker.
- **Consent Calendar Items.** The Consent Calendar is considered a single item, and speakers are therefore subject to the two (2) minute time limit for the entire Consent Calendar. Consent Calendar items can be pulled at a Committee member's request. Such pulled Consent Calendar items will be considered individually and up to two (2) minutes of public comment per speaker on those items will be permitted.
- **Discussion Calendar Items.** Two (2) minutes per speaker.

Time Limits per Meeting. In addition to the above time limits per item, the total amount of time any one individual may address the Council at any meeting is eight (8) minutes.

- 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 will 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, Council Chambers

Teleconference Meeting Only

915 I Street, 1st Floor

Meeting Agenda

Monday, November 16, 2020

1:00 p.m.

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

To make public comments during the meeting, call (916) 808-7213 and follow the instructions given. See Agenda Items below for specific phone queue assignments.

Open Session

Roll Call

Report on Closed Session

None

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.

Call (916) 808-7213 and Dial 1 to Make Comments on Consent Calendar Items 1-2

1. Approval of Meeting Minutes September 21, 2020

Location: Citywide

Recommendation: Pass a motion approving the Civil Service Board's Meeting Minutes dated September 21, 2020.

Contact: Luby Mitrovich, Administrative Assistant, (916) 808-1738, Human Resources Department

2. Approval of Civil Service Board 2021 Calendar

Location: Citywide

Recommendation: Pass a motion approving the Civil Service Board's 2021 regular meeting schedule.

Contact: Luby Mitrovich, Administrative Assistant, (916) 808-1738, Human Resources Department

Discussion Calendar

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

Call (916) 808-7213 and Dial 2 to Make Comments on Item 3

3. Waive Formal Rules of Procedure for All Appeals of Disqualification for Today’s Civil Service Board Meeting

Location: Citywide

Recommendation: Pass a motion pursuant to Civil Service Board Rule 4.11(c)(7) waiving the Board’s formal rules of procedure for conducting hearings for all appeals of disqualification during the November 16, 2020 Civil Service Board Meeting pursuant to Civil Service Board Rule 4.10.

Contact: Luby Mitrovich, Administrative Assistant, (916) 808-1738, Human Resources Department

Call (916) 808-7213 and Dial 3 to Make Comments on Item 4

4. Appeal of the Disqualification of from the Associate Civil Engineer Recruitment

Location: Citywide

Recommendation: Pass a motion pursuant to Civil Service Board Rule 4.11 affirming the Director’s disqualification in the appeal of Ricardo Costa for the Associate Civil Engineer recruitment.

Contact: Stephanie Lagala, Personnel Analyst, (916) 808-7065, Human Resources Department

Call (916) 808-7213 and Dial 4 to Make Comments on Item 5

5. Appeal of the Disqualification of the Geographic Information Systems Specialist I Recruitment

Location: Citywide

Recommendation: Pass a motion pursuant to Civil Service Board Rule 4.11 affirming the Director’s disqualification in the appeal of Matthew Galbraith for the Geographic Information Systems Specialist I Recruitment.

Contact: Stephanie Lagala, Personnel Analyst, (916) 808-7065, Human Resources Department

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

Call (916) 808-7213 and Dial 6 to Make Public Comments-Matters Not on the Agenda

Committee Comments-Ideas, Questions and Meeting/Conference Reports

Adjournment