

MINUTES OF THE REGULAR MEETING
OF THE CIVIL SERVICE BOARD
CITY OF SACRAMENTO
DECEMBER 4, 1979

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

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

REPORTS OF THE DIRECTOR OF PERSONNEL

Mrs. Donna L. Giles, Director of Personnel, addressed the Board and introduced two new employees to the Personnel Department, Gary Little, Affirmative Action Officer, and Al Stubbs, Personnel Technician.

Mrs. Giles referred to item 6 on the agenda, the grievance appeal of Robert Van Heusen, and requested that this be tabled to the next regular meeting as Mr. Van Heusen was ill. There were no objections.

a. Classification and Pay Study -
Introduction of Consultant

Mrs. Giles introduced Mr. David Thomas, a representative of the consultant company of Ralph Andersen and Associates, which will be conducting the Classification and Pay Study for the City. Mr. Thomas addressed the Board and gave a brief overview of this company, and outlined the projected timetable and goals of the study, and also answered questions from the Board.

APPEAL OF DENIAL OF REQUEST FOR LEAVE OF ABSENCE EXTENSION

Doris Cronin

Mrs. Giles made this a part of her Reports of the Director of Personnel and informed the Board that in light of the additional medical information that had been given to the Board at the previous meeting, Ms. Cronin's leave of absence extension had been granted.

RECLASSIFICATION APPEAL TO UTILITY BILLING REPRESENTATIVE III

Deputy City Attorney David Benjamin addressed the Board regarding his report on the tie vote which occurred at the previous meeting on this appeal.

Ms. Susan Davidson, Associate Personnel Analyst addressed the Board and reviewed again her reasons for recommending denial of Mr. Philbins appeal.

Mr. Garland Rosauero, Business Representative, Local #39, and Mr. Frank Mugartegui, Assistant Director of Finance addressed the Board and stated

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their views on this matter. Mr. Mugartegui outlined Mr. Philbin's duties in his present position as Senior Account Clerk.

There was some discussion, and questions were asked of Mr. Philbin, Ms. Davidson and Mr. Mugartegui.

Motion was made to grant the reclassification appeal of Barry W. Philbin to Utility Billing Representative III.

Motion: Mr. Mayhew
Second: Mr. Russell

Motion was not approved by the following roll call vote:

Ayes: Mr. Mayhew
Mr. Street

Noes: Mr. Russell
Mrs. Nance
Mr. Campos

Motion was made to deny the reclassification appeal of Barry W. Philbin to Utility Billing Representative III.

Motion: Mrs. Nance
Mr. Russell

Motion was approved by the following roll call vote:

Ayes: Mr. Russell
Mrs. Nance
Mr. Campos

Noes: Mr. Mayhew
Mr. Street

STAFF REPORT ON RESULTS OF POLICE SERGEANT EXAMINATION

Susan Davidson addressed the Board and explained the background of the recent Police Sergeant examination process. Mr. David Simmons, Sacramento Police Officers Association addressed the Board and referred to the appeal letter of 25 Sacramento Police Officers which was distributed earlier to the Board, and requested that a hearing date be set. Mrs. Giles stated that this hearing date will be set after staff has had time to examine specific allegations from specific appellants, and this could not be done until this information was received from Mr. Simmons.

There was some discussion on the certification list and Mr. Simmons requested that the certification be held up until the appeals were heard. Lt. Mudlerrig,

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Sacramento Police Department, stated that the next class was due to graduate from the Police Academy on January 25, 1980. The Director of Personnel informed the Board that the Sacramento Chief of Police had requested that the certification list be held up until that time.

Motion was made that certification of the Police Sergeant list be withheld until after the hearing and Board action on the appeals from this examination.

Motion: Mr. Russell
Second: Mr. Mayhew

Motion was approved by unanimous roll call vote.

Mr. Russell questioned the impact of the weighting of the examination segments, and the impact on the ethnic makeup on the eligible list. There was some discussion on this.

AMENDMENT TO CIVIL SERVICE BOARD RULE 8.3 "TRANSFER TO A DIFFERENT CLASS" - first reading

William Woska, Personnel Management Administrator informed the Board of the rationale behind this proposed rule change, citing the compassionate lay-off of City employees, and stating that this rule would only apply to employees in receipt of a lay-off letters. He stated that this proposed rule change had been discussed with various employee groups, and that there were no objections.

There was some discussion on the amount of differential compensation which could occur as a result of this proposed rule change, and also in class and City seniority.

Motion was made that the Amendment to Civil Service Board Rule 8.3 "Transfer to a Different Class" be passed for second reading.

Motion: Mr. Russell
Second: Mr. Mayhew

Motion was approved by unanimous roll call vote.

EXAMINATIONS TO BE ANNOUNCED

Motions were made and approved as follows:

#1675 - Senior Recreation Supervisor (promotional)

Motion: Mr. Mayhew
Second: Mr. Campos

Motion was approved by unanimous roll call vote

#1729 - Junior Stenographer-Clerk (continuous)

Motion: Mrs. Nance
Second: Mr. Russell

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Motion was approved by unanimous roll call vote.

#1730 - Computer Operator

Motion: Mr. Mayhew
Second: Mr. Campos

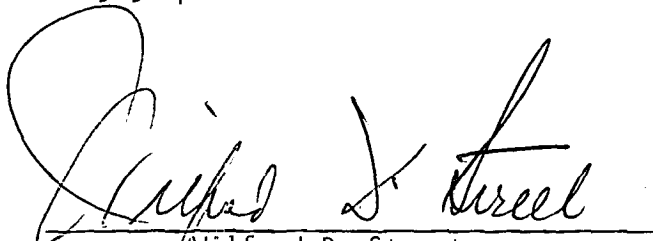
Motion was approved by unanimous roll call vote.

ELIGIBLE LISTS ESTABLISHED

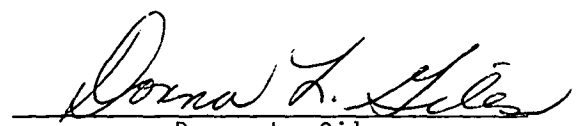
- #1641 - Plant Operator II (promotional)
- #1642 - Plant Operator III (promotional)
- #1680 - Senior Building Maintenance Worker
- #1693 - Account Clerk
- #1695 - Buyer II
- #1697 - Information Clerk
- #1701 - Supervising Clerk - Revised (promotional)
- #1717 - Junior Stenographer - Clerk

There was some discussion on the validation process necessary to eliminate adverse impact, and the ethnic breakdown of applicants for some of the examinations.

There being no further business, President Street adjourned the meeting at 3:30 p.m.



Wilfred D. Street
President



Donna L. Giles
Secretary