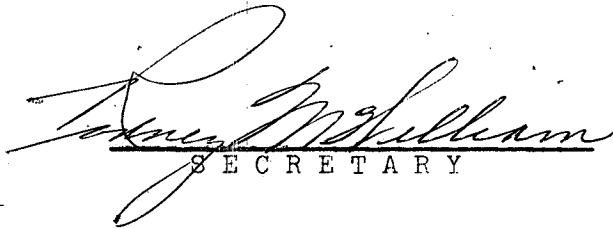


5-5-64

There being no further business, the meeting adjourned at 4:00 p.m.
to meet again at the call of the Chair.


SECRETARY

PRESIDENT

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
SPECIAL MEETING MAY 7, 1964

The Civil Service Board met in special session at 817 - 10th Street at
8:30 a.m.

PRESENT: C. Alexander, J. Alexander, Genshlea, Erickson, and Street.

ABSENT: None.

The Chairman advised that this special meeting was for the purpose of considering recommendations for compensation plan changes and salary adjustments made by the Personnel Officer, and requests for salary increases and adjustments by employee organization representatives, in order to arrive at a final recommendation by May 12, 1964. The various proposals and alternatives were outlined and explained by the Personnel Officer and discussed generally.

Motion was made by Mr. Erickson that the recommendation for "splitting" the salary ranges in order to provide an approximate 2.4% differential between ranges in place of the present approximate 4.8% differential, be adopted. Motion was seconded by Mr. Street and carried by the following vote:

AYES: C. Alexander, J. Alexander, Genshlea, Erickson, and Street.

NOES: None.

Motion was made by Mr. Erickson that the recommendation to rearrange the classes in the compensation plan as suggested by the Personnel Officer be

5-7-64

approved. Motion was seconded by Mr. Street and carried by the following vote:

AYES: C. Alexander, J. Alexander, Genshlea, Erickson, and Street.

NOES: None.

Motion was made by Mr. Erickson that as a recommendation to the Council, alternative #10 (providing for a one-step (2.4%) increase for all classes excepting 32 positions in five clerical classes) be adopted with an effective date of January 1, 1965. The motion died for a lack of a second.

Motion was made by Mr. James Alexander that a recommendation be made for one step (2.4%) increase for all public safety classes with an effective date of July 1, 1964. The motion died for a lack of a second.

Motion was made by Mr. Street that the Board go on record as recommending no salary increases or adjustments during the 1964-65 fiscal year because of insufficient evidence having been submitted relating to future salary trends. The motion died for a lack of a second.

Motion was made by Mr. Genshlea that a recommendation be adopted providing for a one step (2.4%) increase in all classes excepting 5 clerical classes of Steno I, II, III, Bookkeeping Machine Operator, Key Punch Operator, involving 32 positions, and 2 step increases for the classes of Retirement System Manager, Personnel Technician, and Water and Sewer Foreman II, involving 5 positions, with an effective date of October 1, 1964. The motion was seconded by Mr. Erickson and carried by the following vote:

AYES: J. Alexander, Genshlea, and Erickson.

NOES: W. Street and C. Alexander.

There being no further business, the meeting adjourned at 10:30 a.m. to meet again at the call of the Chair.

The following eligible register was made effective May 21, 1964:

PLANT OPERATOR II EXAMINATION NO. 817

(Promotional)

1.	Van C. Gillean	91.50%
2.	Mike H. Helm	80.75
3.	Dante Giorgi	79.67
4.	Hezekiah Hand	78.92
5.	Duane C. Malme	76.59

(Open)

#1.	Earl L. Doyle	92.83%
#2.	Jack H. Robinson	90.42
#3.	Paul L. Cissney	89.09
#4.	Robert J. Stroud	87.50
#5.	Vernon J. Simoni	86.25
#6.	Alfred Anderson	82.17
7.	Stan Morgan	80.92
8.	Dean V. LaChapelle	78.00
9.	Joseph O. Bondi	77.50
#10.	Paul E. Lawrence	76.92
11.	Orrin Spross	72.09
12.	Carl P. Rogers	70.84

(# Indicates applicant received 10 points Veteran's credit.)

CHANGE OF PREVAILING RATES:

Carpenter

Carpenter Foreman

In accordance with rates

outlined under contract

between Carpenters' Union

and Associated General Contractors, it was the order of the Board that hourly rates for the following classes be adopted to become effective on the dates indicated:

	<u>6-16-64</u>	<u>1-1-65</u>
Carpenter	\$4.34	\$4.40
Carpenter Foreman	4.84	4.90

CHANGE OF PREVAILING RATES:

Painter

Painter Foreman

In accordance with rates

outlined under contract

between Painters' Union

Local #387 and Decorating Contractors' Association, it was the order of the

CHANGE OF PREVAILING RATES: (Cont'd)
Operating Engineers' Union

to become effective on June 15, 1964:

Dragline Operator	\$5.17 1/2
Heater-Planer Operator	4.70 1/2
Heavy Duty Repairman	4.89 1/2
LeTourneau Pull Operator	4.96 1/2
Pavement Roller Operator	4.70 1/2
Tractor Loader Operator	4.96 1/2
Tractor Operator	4.89 1/2
Maintainer Operator	5.07 1/2

CHANGE OF PREVAILING RATES:
Construction & General
Laborers' Union

In accordance with rates
 outlined under contract between
 Construction and General Laborers'

Union and Associated General Contractors, it was the order of the Board that hourly rates for the following classes be adopted to become effective on the dates indicated:

	<u>6-15-64</u>	<u>9-1-64</u>
Street Construction Laborer	\$3.57 1/2	\$3.62 1/2
Asphalt Raker	3.82 1/2	3.87 1/2
Asphalt Shoveler	3.67 1/2	3.72 1/2
Buckeye Spreader Operator	3.82 1/2	3.87 1/2
Cement Worker	3.67 1/2	3.72 1/2
Jackhammer Operator	3.82 1/2	3.87 1/2

CHANGE OF PREVAILING RATES:
Truck Driver
Winch Truck Driver

In accordance with rates
 prevailing under union
 contract between Teamsters

Union and Associated General Contractors, it was the order of the Board that hourly rates for the following classes be adopted to become effective June 10, 1964:

Truck Driver	\$3.98
Winch Truck Driver	\$4.21 1/2

6-17-64

REQUEST FOR TRANSFER: (Cont'd)
Alfred Maxwell

Secretary advised that salary ranges for the two classes of Refuse Collector and Laborer are identical.

Motion was made by Mr. Street that the request for transfer be approved effective May 19, 1964. Motion was seconded by Mr. Genshlea and carried by the following vote:

AYES: Members C. Alexander, J. Alexander, Genshlea and Street.

NOES: None.

RECREATION SUPERVISOR II
EXAMINATION NO. 819:
Written Test Qualifying
Score

Upon recommendation of the
Secretary, the minimum
qualifying score in the

written test for Recreation Supervisor II Examination No. 819 was set at 68 of a possible 135 items, in accordance with Section 7.4(c) of the Rules and Regulations.

REQUEST FOR HEARING:
Alice Belton
Librarian I

Communication from Alice Belton,
Librarian I, dated May 15,
May 20, May 25, May 30, and

June 4, 1964, relating to request for leave of absence, protest of denial of classification change to Librarian II, protesting original probationary evaluation, notice of resignation, and various other complaints relating to her employment, were read and considered.

Secretary advised that in her letter of May 25, 1964, Miss Belton notified the Personnel Department of her intention to resign effective June 8, 1964, and that it would therefore serve no useful purpose to hear her complaints regarding city employment since she is no longer an employee of the City.

MINUTES OF CIVIL SERVICE BOARD
CITY OF SACRAMENTO
REGULAR MEETING JULY 15, 1964

The Civil Service Board met in regular session at 817 - 10th Street at 2:00 p.m.

PRESENT: Members J. Genshlea, Street, and Erickson.

ABSENT: Members J. Alexander and C. Alexander.

Minutes of the last regular meeting held June 17, 1964, were read and approved.

Mr. E. A. Fairbairn, former City Engineer and appointed to the position of City Manager on July 1, 1964, was present and introduced to the Board members.

NEW EXAMINATIONS SCHEDULED:

Secretary advised that the following examinations have

been scheduled:

#826 Plant Utilityman
#827 Water & Sewer Foreman II
#828 Truck Driver
#829 Utilities Serviceman II
#830 Traffic Checker
#831 Identification Technician I

PLANNING ASSOCIATE EXAMINATION NO. 823:

Eligible Register

Personal Interview ratings

in Planning Associate Examina-

tion No. 823, held June 12, 1964, (written test not included as a part of the examination) were reviewed.

Qualifications Appraisal Board consisted of Phil Macdonald, Personnel Technician; and Don L. Kline, Deputy Director, Sacramento Redevelopment Agency.

The following eligible register was made effective June 15, 1964:

PLANNING ASSOCIATE EXAMINATION NO. 823

1. Tokuo Masuda 80.00%

7-15-64

REQUEST FOR REINSTATEMENT PRIVILEGES:

Rayburn C. Payne

Communication from Rayburn C.

Payne, dated June 15, 1964,

requesting reinstatement privileges as Patrolman, having resigned from city service on July 18, 1963, was read.

Communication from James V. Hicks, Police Chief, dated June 18, 1964, advising that Mr. Payne would be considered for re-employment if his request for reinstatement was acted upon favorably, was read.

Secretary advised that Mr. Payne had made a previous request for reinstatement on October 17, 1963, which was denied by the Civil Service Board at that time.

After discussion, motion was made by Mr. Street that Mr. Payne's request for reinstatement privileges be denied. Motion was seconded by Mr. Erickson and carried by the following vote:

AYES: Members J. Genshlea, Street, and Erickson.

NOES: None.

REQUEST FOR TRANSFER:

Ernest Richardson

Communication from Ernest

Richardson, Refuse Collector,

in the Waste Removal Division, dated June 30, 1964, requesting approval of a transfer to the classification of Laborer in the Recreation and Parks Department, in accordance with provisions of Rule 13.3, was read and considered.

Motion was made by Mr. Erickson that the request be approved. Motion seconded by Mr. Genshlea and carried by the following vote:

AYES: Members J. Genshlea, Street, and Erickson.

NOES: None.

HAGGINWOOD FIRE DISTRICT

<u>NAME</u>	<u>SALARY STEP</u> <u>7/1/64</u>	<u>SICK LEAVE</u> <u>7/1/64</u>	<u>VACATION</u> <u>AFTER</u> <u>1/1/65</u>	<u>SENIORITY</u> <u>DATE</u>	<u>ANNIVERSARY DATE</u> <u>FOR SALARY INCREASE</u>
Goen, Ernest Captain	(e) 785	66	4 wks	11/6/45	Maximum
Lardie, Francis Captain	875 Y-Rate	61	3 wks	6/1/52	-
Miller, Glen Captain	(e) 785	62	3 wks	6/26/53	Maximum
Elder, David Engineer	(e) 690	79	3 wks	5/15/54	Maximum
Ackman, Willis Firefighter	(e) 660	59	3 wks	1/1/60	Maximum
Cowan, Milo Firefighter	(e) 660	39	3 wks	8/8/56	Maximum
Finch, Martin Firefighter	(e) 660	81	3 wks	2/5/57	Maximum
Gleaves, LeRoy Firefighter	(c) 600	16	2 wks	4/1/63	10/1/65
Ramsey, Jake Firefighter	(c) 600	24	2 wks	9/1/62	3/1/65
Zvalo, Joseph Firefighter	(e) 660	52	3 wks	7/1/60	Maximum

HAGGINWOOD RECREATION AND PARK DISTRICT

<u>NAME</u>	<u>SALARY STEP</u> <u>7/1/64</u>	<u>SICK LEAVE</u> <u>7/1/64</u>	<u>VACATION</u> <u>AFTER</u> <u>1/1/65</u>	<u>SENIORITY</u> <u>DATE</u>	<u>ANNIVERSARY DATE</u> <u>FOR SALARY INCREASE</u>
Ingrim, Leslie Custodian: II	E	10 1/2	3 wks	4/4/58	-
Laws, Jody L. Laborer	B	6 1/2	2 wks	9/16/63	4/1/65
Mueller, Joseph Laborer	B	10	2 wks	7/1/63	1/1/65
Burt, Mabel A. Library Clerk I	E	60	3 wks	2/27/56	-

REQUEST RE SICK LEAVE AND
VACATION CREDITS: (CONT'D)

Motion was made by Mr. Erickson to approve the carry over of sick leave credits and to use the time in the Recreation Department to count towards the increased vacation allowances. Motion seconded by Mr. Street and carried by the following vote:

AYES: Members J. Genshlea, Street, and Erickson.

NOES: None.

ENTRANCE SALARY AT STEP C:
Dorothy Sanborn

Communication from Mrs. Margaret
Dinsmoor, Assistant City

Librarian, dated June 26, 1964, requesting permission for a starting salary at Step C of the salary range for Librarian I, for a Mrs. Dorothy Sanborn, because of her outstanding qualifications and experience, was read.

After discussion, motion was made by Mr. Genshlea that approval for appointment at Step C of the salary range for Librarian I, be approved, and with eligibility for re-allocation for Librarian II upon completion of her 6 month probationary period. Motion was seconded by Mr. Erickson and carried by the following vote:

AYES: Members J. Genshlea, Street, and Erickson.

NOES: None.

WAIVER OF RESIDENCE REQUIREMENT:
Civil Engineer I
Civil Engineer II

Upon recommendation of the
Personnel Officer, motion was
made by Mr. Erickson that the

residence requirement be waived in the forthcoming examinations for Civil Engineer I and Civil Engineer II. Motion was seconded by Mr. Street and carried by the following vote:

AYES: Members J. Genshlea, Street, and Erickson.

NOES: None.

7-22-64

REQUEST FOR VOLUNTARY DEMOTION: Communication from Dallas King Jr.,
Dallas King Jr.

Tabulating Machine Operator II,
in the City Controller's office, dated July 22, 1964, requesting approval for a
voluntary demotion to the class of Utilities Serviceman I in the Water Depart-
ment, was considered.

Secretary advised that approval had been received from the department heads
involved and recommended approval of the request.

After discussion, motion was made by Mr. James Alexander that the request
be approved. Motion seconded by Mr. Erickson and carried by the following vote:

AYES: Members C. Alexander, J. Alexander, Genshlea, Erickson, Street.

NOES: None.

EXTENSION OF ELIGIBLE REGISTERS:

Upon recommendation of the
Secretary, it was the order of
the Board that the following eligible registers be extended for one year to the
dates indicated:

Extended to:

#711	Airport Attendant I	6-7-65
#670	Foreman I (Promotional)	5-8-65
#723	Plant Operator III (Promotional)	7-10-65
#731	Nursery Foreman (Promotional)	8-23-65
#743	Accountant	10-25-65

There being no further business, the meeting adjourned at 3:00 p.m. to
meet again at the call of the Chair.


SECRETARY

P R E S I D E N T