

FRIDAY, APRIL 13

PERSONNEL AND PUBLIC EMPLOYEES COMMITTEE

9:00 A.M.

City Hall Council Chambers
915 I Street
Sacramento, CA

- SUBJECTS:
1. Status Report on Affirmative Action Goals for Women and Affirmative Action Plan
 2. Letter from Civil Service Board Regarding Affirmative Action Task Force
 3. Status Report on Items Pending Before Committee
 4. Charter Revision (Continued)
 5. Polygraph Examinations

Committee Members: Thomas Hoeber, Chair; Patrick Donovan; Anne Rudin;
Daniel Thompson

SPECIAL
SACRAMENTO CITY COUNCIL

MEETINGS

I HEREBY CALL Special Meetings of the Sacramento City Council to be conducted concurrently with the Council Committee meetings listed below and on the reverse side of this page, which is incorporated herein by reference. The Special Meetings are called to permit City Council members who are not on the listed committees to attend the meetings and participate in the discussion.

The meetings will be held at the date, time and place indicated below and on the reverse side of this page and the subjects to be considered and acted upon shall be those shown below and on the reverse side of this page.

Issued this 4th day of April, 1979.

PHILLIP L. ISENBERG
MAYOR

ATTEST:

LORRAINE MAGANA
CITY CLERK

COUNCIL COMMITTEE MEETINGS SCHEDULED FOR THE WEEK OF

APRIL 9 THROUGH APRIL 13, 1979

TUESDAY, APRIL 10

LAW AND LEGISLATIVE COMMITTEE

4:00 P.M.

City Hall Council Chambers
915 I Street
Sacramento, CA

SUBJECT: Massage Establishment Ordinance

Committee Members: Douglas Pope, Chair; Lloyd Connelly; Blaine Fisher;
John Roberts

WEDNESDAY, APRIL 11

PLANNING AND COMMUNITY DEVELOPMENT COMMITTEE

3:30 P.M.

City Hall Council Chambers
915 I Street
Sacramento, CA

SUBJECTS: 1. Lowering Sign Heights Next to Freeways
2. Site Search for City Waste Transfer Station

Committee Members: Anne Rudin, Chair; Patrick Donovan; Blaine Fisher;
John Roberts



CITY OF SACRAMENTO

2

DEPARTMENT OF PERSONNEL

801 NINTH STREET, ROOM 201
SACRAMENTO, CALIF. 95814
TELEPHONE (916) 449-5270

Donna L. Giles
~~XXXXXXXXXXXXXXXXXXXX~~
DIRECTOR OF PERSONNEL

April 5, 1979

Personnel and Public Employees
Committee of the City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: Letter from Civil Service Board Regarding Affirmative
Action Task Force

In relation to the suggestion by the Civil Service Board of establishing community participation in developing an Affirmative Action Plan for the City of Sacramento, I strongly suggest that the Affirmative Action Plan be developed by the Personnel Department and that any community participation be in an advisory capacity only, and not in the actual development of the language of an Affirmative Action Plan.

Respectfully submitted,

Donna L. Giles
Director of Personnel

DLG:ma

RECOMMENDATION APPROVED:

Walter J. Slipes
City Manager



CITY OF SACRAMENTO

DEPARTMENT OF PERSONNEL

801 NINTH STREET, ROOM 201
SACRAMENTO, CALIF. 95814
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XXXXXXXXXXXXXXXXXXXX
DIRECTOR OF PERSONNEL

February 22, 1979

City Council
Sacramento, California

Honorable Members in Session:

As the Council is aware, the Civil Service Board has recently concluded a series of hearings resulting in an amendment to its rules regarding selective certification of candidates for City employment.

It became apparent during those hearings that the City had no overall written plan for affirmative action. Although a policy statement by the Council was adopted on May 20, 1971, and some action had resulted, it has not been based on a concurrent, identifiable plan.

This Board, therefore, recommends that:

- A. The Council impanel an ad hoc committee to develop forthwith a formal, written Affirmative Action Plan which will encompass:
 1. effective, realistic goals and timetables;
 2. a policy plan for affirmative promotional opportunities for minorities and women; and
 3. involvement of all City departments, not just the Personnel Department.
- B. The ad hoc committee be drawn from interested persons from the Sacramento labor market area.

The staff work for the ad hoc committee be done by the City staff and the Human Rights Commission staff.
- C. A full and final report from the ad hoc committee be submitted to the full Council for ratification no later than December 1979.

Respectfully submitted,

CIVIL SERVICE BOARD

Wilfred D. Street
Wilfred D. Street
President

March 6, 1979
All Districts



CITY OF SACRAMENTO

2

DEPARTMENT OF PERSONNEL

801 NINTH STREET, ROOM 201
SACRAMENTO, CALIF. 95814
TELEPHONE (916) 449-5270

DONNA L. GILES
DIRECTOR OF PERSONNEL

November 21, 1979

Personnel and Public Employees Committee
City Hall
Sacramento, California

Honorable Members in Session:

SUBJECT: STATUS REPORT ON DEPARTMENTAL GOALS AND TIMETABLES
AND AFFIRMATIVE ACTION PLAN

Goals and Timetables

Departmental goals and timetables for the employment of women and minorities are currently under development. These goals will focus on occupational categories within each department, thereby providing a more detailed affirmative action effort.

The recently hired Affirmative Action Officer is in the process of analyzing employment trends and workforce data for the establishment of the Departmental Goals and Timetables. A report on the Goals and Timetables will be presented to the Personnel and Public Employees Committee by January 30, 1979.

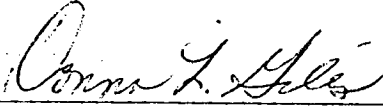
Affirmative Action Plan

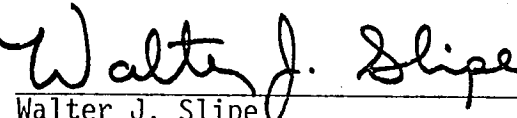
An affirmative action advisory committee will be established by the Personnel Department by December 31, 1979. The advisory committee will provide the Department with important internal and external views on the development of the affirmative action plan.

The Personnel Department will continue to provide the Personnel and Public Employees Committee with a progress report on the drafting of the affirmative action plan.

Respectfully submitted:

Recommend approval:


Donna L. Giles
Director of Personnel


Walter J. Slipe
City Manager



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Donna L. Giles
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DIRECTOR OF PERSONNEL

April 5, 1979

Personnel and Public Employees
Committee of the City Council
Sacramento, California

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Director of Personnel

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RECOMMENDATION APPROVED:

Walter J. Slips
City Manager



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WILLIAM F. DIXON
DIRECTOR OF PERSONNEL

February 22, 1979

City Council
Sacramento, California

Honorable Members in Session:

As the Council is aware, the Civil Service Board has recently concluded a series of hearings resulting in an amendment to its rules regarding selective certification of candidates for City employment.

It became apparent during those hearings that the City had no overall written plan for affirmative action. Although a policy statement by the Council was adopted on May 20, 1971, and some action had resulted, it has not been based on a concurrent, identifiable plan.

This Board, therefore, recommends that:

A. The Council impanel an ad hoc committee to develop forthwith a formal, written Affirmative Action Plan which will encompass:

1. effective, realistic goals and timetables;
2. a policy plan for affirmative promotional opportunities for minorities and women; and
3. involvement of all City departments, not just the Personnel Department.

B. The ad hoc committee be drawn from interested persons from the Sacramento labor market area.

The staff work for the ad hoc committee be done by the City staff and the Human Rights Commission staff.

C. A full and final report from the ad hoc committee be submitted to the full Council for ratification no later than December 1979.

Respectfully submitted,

CIVIL SERVICE BOARD

Wilfred D. Street
Wilfred D. Street
President

March 6, 1979
All Districts



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DEPARTMENT OF PERSONNEL

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MAYOR

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LORRAINE MAGANA
CITY CLERK

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City Manager



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