

MINUTES OF CIVIL SERVICE BOARD  
CITY OF SACRAMENTO  
REGULAR MEETING                      JUNE 21, 1961

The Civil Service Board met in regular session in the City Hall Council Chambers at 2:00 P.M.

PRESENT: Members Grebitus, C. Alexander, Street and Genshlea

ABSENT: Member James Alexander

Minutes of the meetings held June 7 and June 16 were read and approved.

LETTER OF TRANSMITTAL TO CITY COUNCIL  
Salary Recommendations for 1961-62

Letter of transmittal to City  
Council, outlining recommendations

for salary adjustments, salary ranges for new classes, class title changes, classes to be abolished, and changes in administrative sections, as prepared by the Personnel Officer, was reviewed. It was the order of the Board that the letter of transmittal, as prepared, should be presented to the City Council on June 22, 1961, along with a proposed salary ordinance to carry out the recommendations of the Board.

CHANGES OF PREVAILING HOURLY RATES

Auto Mechanic  
Automotive Painter  
Master Mechanic (Fire Department)  
Body and Fender Repairman

In accordance with hourly rates to  
become effective under Fleet Operator's  
and Construction Industries contracts  
with Machinists and Mechanics Union

Local #33 (rates for city classes determined on basis of 50% of rate under Fleet Operator's Contract and 50% of rate under Construction Industries contract), motion was made by Mr. Genshlea that hourly rates for city employees in the below listed classes be adopted, to become effective July 1, 1961:

Auto Mechanic	\$3.33 hr.
Automotive Painter	3.38 hr.
Master Mechanic (Fire Dept.)	3.38 hr.
Body & Fender Repairman	3.38 hr.

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

CHANGES OF PREVAILING HOURLY RATES (Cont'd)

6-21-61

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

NOES: None

CHANGE OF PREVAILING RATES:

Machinist Helper

Machinist

Machinist Foreman

Blacksmith-Welder

Burner and Welder

In accordance with hourly rates to become

effective under Construction Industries

contract with Machinist and Mechanics

Union Local #33, motion was made by

Mr. Alexander that hourly rates for city employees in the below listed classes be adopted, to become effective July 1, 1961:

Machinist Helper	\$3.13 hr.
Machinist	3.60 hr.
Machinist Foreman	3.96 hr.
Blacksmith-Welder	3.60 hr.
Burner and Welder	3.60 hr.

Motion seconded by Mr. Genshlea and carried by the following vote:

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

NOES: None

CHANGE OF PREVAILING RATES:

Painter

Painter Foreman

In accordance with hourly rates to become

effective under contract between Painters

Union Local #487 and Painting and Decorating

Contractors Association, Inc. of Sacramento, motion was made by Mr. Street that hourly rates for city employees in the below listed classes be adopted, to become effective July 1, 1961:

Painter	\$3.90 hr.
Painter Foreman	4.29 hr.

Motion seconded by Mr. Genshlea and carried by the following vote:

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

NOES: None

CHANGE OF PREVAILING RATES  
Operating Engineers' Union

In accordance with hourly rates to become effective under contract between

Operating Engineers Union Local #3 and the Associated General Contractors of Northern California, motion was made by Mr. Genshlea that hourly rates for city employees in the below listed classes be adopted, to become effective July 1, 1961:

Dragline Operator	\$4.54 hr.
Heavy Duty Repairman	4.23 hr.
Maintainer Operator	4.44 hr.
LeTourneau Pull Operator	4.36 hr.
Pavement Roller Operator	4.13 hr.
Tractor Operator	4.23 hr.
Heater-Planer Operator	4.13 hr.
Tractor-Loader Operator	4.36 hr.

Motion seconded by Mr. Alexander and carried by the following vote:

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

NOES: None

CHANGE OF PREVAILING RATES:  
Apprentice Electrician  
Electrician  
Electrician-Lineman  
Foreman Electrician

Secretary advised that present contract between Electricians' Union Local #340, I. B. E. W. and the Sacramento Valley Chapter of National Electrical Contractors

Association expires June 30, 1961, and that as of this date a new contract had not been negotiated.

Motion was made by Mr. Alexander that the Personnel Officer be authorized to apply new rates for employees of the City of Sacramento in the classes of Apprentice Electrician, Electrician, Electrician-Lineman, and Foreman Electrician, at such time as a new contract is signed. Motion seconded by Mr. Genshlea and carried by the following vote:

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

NOES: None

6-21-61

REQUEST - LEAVE OF ABSENCE  
EXTENSION  
Elvis Feil  
Custodian I

Communication from Elvis Feil, Custodian I  
at the Hall of Justice, dated June 9, 1961,  
requesting a 3-month extension of leave of

absence to October 2, 1961, because of ill health, was considered.

Communication from John H. Lee, Custodian III, at the Hall of Justice,  
recommending favorable action on the request, was read and ordered filed.

Motion was made by Mr. Street that the request for leave of absence extension to October 2, 1961, be approved. Motion seconded by Mr. Alexander and carried by the following vote:

AYES: Members Grebitus, C. Alexander, Street, and Genshla

NOES: None

REQUEST - LEAVE OF ABSENCE  
EXTENSION  
Rowena Day  
Library Clerk II

Communication from Mrs. Rowena Day,  
Library Clerk II in the Library Department,  
dated June 14, 1961, requesting an extension

of leave of absence for one year to July 1, 1962, to complete professional training as a Librarian at the University of California School of Librarianship, was considered.

Letter from Miss Dorothy Drake, City Librarian, recommending favorable action on the request, was read and ordered filed.

Secretary advised that, while the rules and regulations do not provide for granting of leaves of absence beyond one year for any reason other than military service or illness, cognizance should be taken of the fact that this employee was taking training to attain professional status as a Librarian, with full intention of returning to work for the City Library, and that properly qualified librarians are very difficult to recruit.

REQUEST - LEAVE OF ABSENCE  
EXTENSION (Cont'd)

6-21-61

Rowena Day  
Library Clerk II

Motion was made by Mr. Alexander that the request for a one-year extension of leave of absence for this purpose be approved. Motion was seconded by Mr. Street and carried by the following vote:

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

NOES: None

CLARIFICATION OF STATUS  
Charles Delaney

The case of Charles Delaney, an employee of the City of Sacramento who was terminated on April 17, 1959, because of an injury incurred in line of duty and who did not qualify for a disability retirement allowance, was explained in detail by Earl Simons, Safety and Training Officer.

Mr. Simons advised that, upon advice of the City Attorney, it was necessary to reinstate Mr. Delaney to a position which he could successfully fill, considering his physical condition, and such a position was found as a Watchman at Fairytale Town in the Recreation Division. Mr. Delaney's classification at the time of termination was that of Power Mower Operator (changed to General Utility Worker on July 1, 1959), and the Board was advised that action would be necessary to clarify his status in the new position as Watchman.

After discussion of the problems involved in the case, motion was made by Mr. Alexander that Mr. Delaney be granted permanent status in the class of Watchman, with provision for retention of sick leave credits accumulated at date of termination, for vacation allowance on the basis of the plan in effect at date of termination (3 weeks, with 4 weeks upon completion of 15 years of service), salary at Step E of the salary range for Watchman (\$400 per month), and without being required to serve an additional probationary period.

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

7-5-61

Minutes of the last regular meeting held June 21, 1961, were read and approved.

NEW EXAMINATIONS SCHEDULED:

Secretary advised that the following examinations have been scheduled:

#682	Stenographer-Clerk I
#683	Utilities Serviceman (Promotional)
#684	Truck Driver
#685	Zoo Attendant

REQUEST - REACTIVATION AND  
EXTENSION OF ELIGIBLE REGISTER  
Utilities Serviceman No. 530

Communication from Ray Jones, Water  
Department Superintendent, dated

June 29, 1961, requesting that Eligible Register #530 (Utilities Serviceman) be reactivated and extended for an additional year in order that a vacancy in this class might be filled by an employee in the department whose name appears on this list but who was not appointed because of an insufficient number of job openings prior to the expiration of the list.

Secretary advised that this eligible register became effective April 4, 1958; was extended one year to April 4, 1961, from normal expiration date of April 4, 1960, and thereafter was no longer considered in effect by provisions of 9.3 of rules and regulations.

After discussion, motion was made by Mr. Street that the request for reactivation and extension of Utilities Serviceman Eligible Register #530 be denied. Motion seconded by Mr. Genshlea and carried by the following vote:

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

NOES: None

NATOMAS FIRE DISTRICT  
Employees "blanketed-in" to  
city service by action of  
City Council

In accordance with provisions of  
Resolution No. 570 adopted by the City  
Council on June 29, 1961, "blanketing-in"

certain employees of the Natomas Fire District effective July 1, 1961, the

NATOMAS FIRE DISTRICT (Cont'd)  
Employees "blanketed-in" to  
city service by action of City  
Council

7-5 61

following dates were established by the Board for the purposes of computing sick leave credits, vacation allowance, seniority and annual salary increases:

	<u>Earl L. Smith</u> <u>(Captain)</u>	<u>Kenneth Dennis</u> <u>(Firefighter)</u>
Salary Step (7/1/61):	C (\$600)	C (\$525)
Seniority Date:	5-1-59	9-14-59
Anniversary Date for		
Salary Increases:	Nov. 1	April 1
Sick Leave Accumulation		
(7/1/61):	26 days	21 days
Vacation Allowance:	3 weeks	3 weeks

QUALIFYING SCORE - WRITTEN TEST  
Street Maintenance Foreman I  
Promotional Examination

Upon recommendation of the Secretary, motion was made by Mr. Alexander that the minimum qualifying score in the written test for Street Maintenance Foreman I (Promotional) be set at 85 items of a total of 135 items in the test, in accordance with provisions of 7.4c of rules and regulations. Motion seconded by Mr. Genshlea and carried by the following vote:

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

NOES: None

REQUEST FOR REINSTATEMENT PRIVILEGES  
Russell Schultz

Communication from Russell Schultz, former Patrolman in the Police Department who resigned from city service on March 3, 1961, requesting consideration for reinstatement privileges, was considered.

Upon recommendation of Assistant Police Chief Joe Rooney, the request was laid over to the next regular meeting of the Board, in order to obtain further information from Police Chief James Hicks, presently on vacation.

COMMUNICATION RE SALARY RECOMMENDATIONS  
OF CIVIL SERVICE BOARD TO CITY COUNCIL  
 Sacramento Firefighters Local #522

Communication from Sacramento

Firefighters Local #522, dated

June 22, 1961, commending on salary recommendations made by the Civil Service Board to the City Council for the 1961-62 fiscal year, was read and ordered filed.

Secretary advised that the City Council, at their meeting held June 29, 1961, had taken action to withhold approval of any salary adjustments as recommended by the Board, until such time as a general salary increase for all employees might be in order, and that the Council Civil Service Committee will be holding a meeting prior to the date for adoption of the city's tax rate, to determine whether recommendations should be made for general increases and/or special adjustments to become effective at some date prior to July 1, 1962.

CIVIL SERVICE STATUS OF CERTAIN EMPLOYEES  
 Employees in "exempt" positions promoted  
 from "exempt" positions now in the clas-  
 sified service positions

Upon recommendation of the

Personnel Office, motion was

made by Mr. Genshlea that the

following employees be granted permanent status in the classes indicated, these employees now occupying "exempt" positions and promoted thereto from positions formerly considered exempt and which are now in the classified service by action of the city charter and Resolution No. 424 adopted by the City Council:

<u>Employee</u>	<u>Present "Exempt"</u> <u>Class</u>	<u>Class in Which Per-</u> <u>manent Status Granted</u>
John Pieretti	Waste Removal Supt.	Foreman II
Ed Scollan	Bldg. Maint. Supt.	Plumber Foreman
Joe Slocumb	Plant Maint. Supt.	Electrician Foreman
Kent Link	Street Maint. Supt.	Machinist Foreman
Norman Squires	Utility Distribution Supervisor	W & S Foreman II
William Chorley	Parks Superintendent	Foreman III
Margaret Dinsmoor	Asst. City Librarian	Librarian IV
Dorothy Drake	City Librarian	Librarian IV
Charles Gatejen	Asst. Parks Supt.	Foreman III
A. A. Spencer	Zoo Superintendent	Foreman III

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



7-5-61

CIVIL SERVICE STATUS OF CERTAIN  
EMPLOYEES (Cont'd)

Employees in "exempt" positions  
promoted from "exempt" positions  
now in the classified service

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

NOES: None

REQUEST - VOLUNTARY DEMOTION  
Carl Rigglesworth

Communication from Carl Rigglesworth,

Traffic Linesman, dated June 30, 1961,

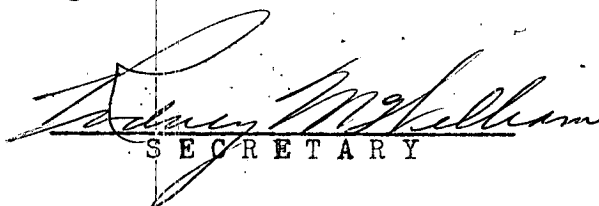
requesting permission to take voluntary demotion to the class of Parking Lot Attendant I in the same department because of his physical condition, was considered.

Request for voluntary demotion approved by D. F. Stevens, Traffic Engineer, and motion was made by Mr. Alexander that the request be approved, with salary at Step E (\$420) of salary range for Parking Lot Attendant I. Motion seconded by Mr. Street and carried by the following vote:

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

NOES: None

There being no further business, the Board adjourned at 3:30 P.M. to meet again at the call of the Chair.

  
SECRETARY

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PRESIDENT